

ADMINISTRATIVE MEMORANDUM

Meeting Place:

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

Format and Date:

PUBLIC BOARD MEETING
Tuesday, November 18, 2014 at
7:00 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chair Stratton'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		7:10 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of October 21, 2014 be approved as circulated)	(no schedule)	7:15 pm
A.5.	Prime Minister's Award for Teaching Excellence - Recognition to Jennifer Tieche, Carson Graham Secondary		7:30 pm
B.	Action Items		
B.1.	Capital Project Bylaw No. 126814 School Bus Replacement		7:35 pm
B.2.	School District Meeting with City of North Vancouver		7:45 pm
C.	Information and Proposals		
C.1.	North Vancouver Teachers' Association (NVTa) Pro D Report 2013/14		8:05 pm
C.2.	Organization of Classes Report – 2014/15		8:25 pm
C.3.	Ministry of Education Learning Improvement Fund – 2014/15 Spending Plan		8:30 pm
C.4.	Canadian Union of Public Employees (CUPE Local 389) Bargaining Update		8:40 pm



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PUBLIC BOARD MEETING
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		Estimated Completion Time
	(continued)	
C.5.	Land, Learning and Livability Community Engagement - Update	8:50 pm
C.6.	Tuesday, November 4, 2014 Board of Education Standing Committee Meeting	8:55 pm
C.7.	Out of Country Field Trips - Secondary	9:00 pm
C.8.	Superintendent's Report	9:05 pm
C.9.	BC School Trustees' Association (BCSTA) Provincial Council and Committee Meetings – Report Out	9:15 pm
C.10.	Trustees' Reports	9:25 pm
D.	Future Meetings	9:25 pm
E.	Public Question & Comment Period	9:45 pm
F.	Adjournment	(no schedule) 9:45 pm

Georgia Allison
Secretary Treasurer

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

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

Meeting Date: November 18, 2014 Board Board, in camera

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

Narration:

In accordance with Board Policy 104: Board of Education – Meetings (June 23, 2010 revision), the Board provides a (10) minute public comment period as the first item of business after the adoption of the agenda. Speakers will be allocated a maximum of two (2) minutes each. The ten-minute comment period is intended to be restricted to items on the evening’s Board Agenda and the Board will not respond to comments made during comment period. Members of the public wishing to discuss their concerns with Trustees should contact them after the meeting, by telephone or e-mail.

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 pm – 7:00 pm prior to the meeting’s commencement. The Chair will invite those wishing to speak in the order that their name appears on the signup sheet.

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

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

Speakers may speak only once at the Public Comment Period.

School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver), held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, October 21, 2014.

PRESENT:	F. Stratton, Chair C. Gerlach, Vice Chair L. Bayne M. McGraw C. Sacré S. Skinner (joined the meeting at 8:08 pm)
ABSENT:	B. Forward (regrets)

A.1. Call to Order

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

A.2. Approval of Agenda

Moved by L. Bayne

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

Seconded by C. Sacré

Carried

A.3. Public Comment Period

The ten-minute comment period is intended to be restricted to items on the evening's Board Agenda. The Chair requested that those wishing to speak should sign on the Public Comment Sign-Up Sheet.

No one wished to speak.

A.4. Approval of Minutes – Public Meeting of September 23, 2014

Moved by M. McGraw

that the minutes of the public meeting of September 23, 2014 be approved as circulated

Seconded by C. Gerlach

Carried

In response to a Trustee's question regarding the status of the motion of September 23, 2014 in relation to the City's Special Study Area Process for the Lucas and Cloverley surplus sites, given the City of North Vancouver Draft Official Community Plan (OCP) did not receive approval; Superintendent Lewis advised that the expectation would be that the City's consideration of the motion's intent would be held in abeyance until such time that the OCP is adopted.

C.1. North Vancouver Parent Advisory Council Annual Report 2013/14

John Lewis, Superintendent of Schools, introduced this item and noted that the Board of Education provides the North Vancouver Parent Advisory Council (NVPAC) an annual grant in the amount of \$7,500 to support the Council's activities to provide a collective voice for parents in North Vancouver School District.

To provide highlights of the Council's activities in the 2013/14 year, Superintendent Lewis welcomed Jane Lagden Holborne, NVPAC Chair, to the table. Ms. Lagden Holborne thanked the Board for its continued support both financially and also for the provision of meeting space for the NVPAC's general meetings and special events held at the Education Services Centre. In her

[report](#), Ms. Lagden Holborne highlighted the *Communication Guidelines* document which provides information to School Parent Advisory Council (PAC) Executives regarding privacy and anti-spam legislation, best practices for electronic communication and the development of class lists and school directories; as well as the NVPAC Policies and Procedures. Funding was provided to School PACs for speakers, FoodSafe training and attendance at the BC Confederation of Parent Advisory Councils (BCCPAC) Fall Conference and BCCPAC AGM. In addition to presentations at its general meetings, the NVPAC hosted two stand-alone parent education events that included Tad Milmine's "Bullying Ends Here" and the "Foods that Fit" workshop primarily aimed for PAC Hot Lunch Coordinators and volunteers, but open to all parents.

In closing, Ms. Lagden Hoborne reported that members of the NVPAC Executive serve on District committees and regularly attend Board public meetings and standing committee meetings.

In response to Trustees' questions, Ms. Lagden Holborne noted that a copy of the *Communication Guidelines* guideline would be forwarded to the Presidents' Council; expanded on the NVPAC website and the link to the School District website; and confirmed that North Vancouver has had representation at the BCCPAC Fall Conference and AGM.

Trustees thanked Ms. Lagden Holborne for her report and expressed their appreciation to the NVPAC Executive and membership.

C.2. Artists for Kids Trust 2013-2014 Annual Report

Superintendent John Lewis introduced this agenda item and invited to the table, Yolande Martinello, Director of the *Artists for Kids Trust* and District Administrator of Fine Arts, to present the [Artists for Kids 2013-2014 Annual Report](#).

Acknowledging that *Artists for Kids* is now in its twenty-fourth year, Ms. Martinello reported that since the program's inception: the permanent collection now totals over 500 works; over 100,000 students have participated in AFK programs; more than 51,000 students have participated in gallery programs and over 5000 prints have been sold. Also noted in the 2013-2014 report was the acquisition of in 201Gu Xiong's *A Pigs River 2014*; release of prints by Attila Lukacs, Xwalaktun, Greg Murdock and Ross Penhall; and the introduction of programming directed to French Immersion students.

Looking forward to another highly successful year and planning for the 25-year anniversary, Ms. Martinello thanked the Board for their support, and invited them to attend the print launch the next evening for the new release by Robert Young.

In response to Trustees' questions, Ms. Martinello provided further clarification regarding: the demand is growing for programs offered in French but the challenge is finding sufficient qualified staff; embedding Gordon Smith's philosophy to identify the "artist" in a student who doesn't recognize his/her talent; the secondary gallery program which provides an opportunity for all secondary students to have a docent led tour of the gallery; and that enrichment programs running during school hours are cost free and programs outside the regular school day offer bursaries and scholarships to those in need.

A point of order was raised regarding the apparent video recording of the meeting by a member of the public in the gallery. It was confirmed to the Chair that the meeting was being video streamed, at which time the Chair requested that the individual cease video recording as no prior consent had been given.

C.3. Preliminary Enrolment Update

John Lewis, Superintendent of Schools, introduced this agenda item and provided an [update](#) regarding the School District's enrolment for the 2014/15 school year and highlighted comparisons between the projected and actual enrolments for September 2014. As a consequence of the delayed start to the school year, the reporting date for student enrolment to the Ministry of Education through form 1701 was rescheduled from September 30 to October 17, 2014.

A total of 15,082 students have been enrolled at this time for the year, compared to the projected total of 14,980. The School District is on track towards total enrolment of 15,220 for the year, a very slight decrease from the final enrolment of 15,288 for 2013/14. Enrolment is stronger than projected in relation to Distributed Learning (DL) course counts, intake of students in the central area of the School District and, increases attributed to improved course counts, data tracking and entry. Enrolment in the supplemental funding categories is very close to expected numbers, with the exception of English Language Learners reaching 50 greater than forecast, at 901.

Superintendent Lewis advised that a further enrolment update will be provided at the Standing Committee meeting on November 4, 2014 as well as during the presentation of the *Organization of Classes* report at the November 18, 2014 Public Board meeting.

Superintendent Lewis provided clarification regarding: enrolment figures have plateaued around 15,000; funding is based on per pupil allocation and if a student takes more than required number of courses that is factored in; additional funding for supplemental categories is provided but doesn't always meet the needs; the recent labour action did not affect the International enrolment; though the International department had to work very diligently to retain a number of students; exit interviews for International students usually take place with the parents directly or the homestay parents or home stay coordinator; the increase in DL course enrolment could be attributed to a number of reasons including schedule flexibility and the addition of extra courses to free up a block for an additional elective; supplemental funding for Aboriginal learners does include the cost of Aboriginal support workers; out of district enrolment is approximately 10% of total enrolment; and students registered in DL are not included in the enrolment until they have completed an assignment, which will then impact the February count.

C.4. Learning Improvement Fund – Consultation Update

Superintendent of Schools John Lewis introduced this agenda item, noting this was the third year of the *Learning Improvement Fund (Bill 22-2012: Education Improvement Act)*, that was implemented to help school districts address complex classroom composition issues. In the 2013/14 school year, \$60M of the *Learning Improvement Fund* was allocated provincially to support classrooms with the greatest need. In 2014/15, the Fund was scheduled to increase to \$75M. With the recently negotiated agreement between the BC Teachers' Federation (BCTF) and BC Public Schools Employers' Association (BCPSEA), the *Learning Improvement Fund (LIF)* has now been increased to a total of \$94M in 2014/15, \$100M for the following three years, and \$106M for the 2018/19 school year. The portion of the fund available to North Vancouver School District in 2014/15 is \$2,458,661.

Superintendent Lewis reported that a significant change in the allocation of LIF funds is the requirement to dedicate 80% of the fund to teaching positions and this portion of the fund will now be referred to as the *Education Fund*, accounting for \$75M of the \$94M allocated for the 2014/15 school year. The *Education Fund* amount for North Vancouver School District is \$1,966, 929 and will generate approximately 20.4 full time equivalent (FTE) additional teaching positions in the 2014/15 school year.

C.4. Learning Improvement Fund – Consultation Update (continued)

The remaining twenty percent (20%), now considered the *Support Staff Fund*, will be allocated to support staff positions. Through a consultative process between the Superintendent and the President of Canadian Union of Public Employees (CUPE) Local 389, agreement was reached to provide additional paid hours to special education support staff. The 2014/15 *Support Staff Fund* for North Vancouver School District is \$491,732 with a minimum of \$196,170 dedicated to an adjustment in assigned hours for CUPE positions supporting students with special needs.

Superintendent Lewis provided highlights of the consultative process that has already taken place, initially at the school level with the principal, vice principal, staff and the Chief Staff Representative, and then at the District level with the Superintendent and the NVTAs President and Vice President to discuss both the early spending plan last Spring and funds now to be assigned. As a consequence of the changes to the *Learning Improvement Fund* introduced through the negotiated settlement and the delayed start to the school year, the fall review of the Spending Plan was delayed until meetings in late September and early October. A further consultation meeting with the NVTAs President and Vice Presidents and the Superintendent of Schools and members of the Executive will be held in late October to determine the final allocation of the remaining LIF funds (including a reserve amount) for the 2014/15 school year. A report will be provided to the Board at its November 18, 2014 Public Meeting.

In closing, Superintendent Lewis thanked the NVTAs for holding their discussions with their Chief Staff Representatives in an expedited time frame.

In response to Trustees' questions, clarification was provided regarding recruitment of specialist teachers and capacity to fill the positions required; submission of the LIF Spending Plan to the MOE by October 31, 2014; the possibility of teacher mentorship within the parameters of the *Education Fund*; and that the Spending Plan allows up to 30% of the funding be held in reserve for emerging needs during the school year.

C.5. Land, Learning and Livability Community Engagement – Update

John Lewis, Superintendent of Schools, introduced this agenda item and presented the [Land, Learning, and Livability Community Consultation Update](#) (October 2014) which is posted on the website and highlights the community engagement process and progress related to each of the eleven properties identified as surplus to long-term public education needs. This report is an ongoing collation of the updates provided at each Public Board meeting since January 2013.

Superintendent Lewis recapped the three years of the "Land, Learning and Livability" process which commenced after adoption of the Surplus School District Land Retention and Disposition strategy; the establishment of an ad hoc Community Engagement Steering Committee; the Board's adoption of its revised *Guiding Principles – Surplus Land Retention and Disposition Strategy*; and the identification by School District partner groups of their priority educational needs and their perspectives on how land management proceeds might best address the School's District's capital challenges.

Summarizing the community engagement initiatives, Superintendent Lewis highlighted the open houses that were held in Year 1 as well as the Board's meeting with the Honourable George Abbott, the Minister of Education at the time. Year 2 highlights included a number of properties being identified with request for proposals as well as the Board's decision to provide the community the opportunity for input and engagement regarding the Cloverley and Lucas Centre surplus sites, the acceptance of an offer to purchase Ridgeway Annex by Anthem Properties; the withdrawal of a purchase offer from the lead proponent for Keith Lynn and subsequent discussion with the District of North Vancouver. Year 3 featured a Request for Proposal (RFP) and subsequent conditional offer to purchase Monteray by Morningstar Development Ltd.; ongoing negotiations with the District of North Vancouver for the acquisition of Keith Lynn; continued negotiations with the Tsleil-Waututh Nation and subsequent agreement to discontinue

C.5. Land, Learning and Livability Community Engagement – Update (continued)

discussions regarding the lease of Plymouth, which was then successfully leased to the Lions Gate Christian Academy; continued community engagement regarding the properties identified in RFP's and initial community engagement regarding the Lucas and Cloverley sites; and DIALOG's report to Board at its June 2014 Public Board meeting.

Superintendent Lewis then provided a summary of the current status of each surplus site noting that five of the facilities are currently under long-term leases:

- Blueridge – remains open as an operating school until approval and rebuild of Seymour Heights Capital Program identified in the 2013 submission of the Five-Year Capital Plan.
- Cloverley – remains vacant with a portion of the site leased to the City of North Vancouver. Preliminary consultation was completed in June 2014 and a Municipal Special Study is anticipated in 2015.
- Fromme – leased until 2021 to a L'Ecole Française Internationale de Vancouver, with yearly \$350K proceeds assigned to the operating budget.
- Keith Lynn – sold in August 2014 to the Corporation of the District of North Vancouver. Sale proceeds of \$5M are targeted towards the Argyle Secondary replacement project cost differential from the Ministry funded seismic project.
- Lonsdale Creek Annex – leased until 2023 to Lonsdale Creek Daycare Society at a nominal amount.
- Lucas Centre/Leo Marshall Curriculum Centre – District facility for the School District Maintenance Department and a temporary use permit in effect for a portion of the Lucas building. Preliminary consultation was completed in June 2014 and a Municipal Special Study is anticipated in 2015.
- Maplewood – leased until 2021 to a Kenneth Gordon, with yearly \$325K proceeds assigned to the operating budget.
- Monterey – a conditional sale with Morningstar Development Limited is in place with a purchase agreement of \$6.38M, targeted towards the Argyle Secondary replacement project cost differential from the Ministry funded seismic project.
- Plymouth - leased until 2024 to Lions Gate Christian Academy, with yearly \$350K proceeds assigned to the operating budget.
- Ridgeway Annex - a conditional sale with Anthem Properties is in place with a purchase agreement of \$5.1M, targeted towards repayment of the Sutherland/Westview rebuild debt.
- Westover - leased until 2020 to Brockton School, with yearly \$306K proceeds assigned to the operating budget.

In concluding his report, Superintendent Lewis noted that connected to the "Land, Learning and Livability" process is the Argyle replacement project request, and the Board's request that the Ministry convert the seismic funding to a full replacement at a differential cost of \$8.9M. A joint meeting with Minister Fassbender, local MLA's, elected Municipal officials and respective staff was held in October 2013 to discuss the Board's Land Management strategy in relation to this replacement request. A joint request by the Board of Education and the District of North Vancouver Mayor and Council was extended to the Minister to meet and discuss any remaining concerns or conditions in order to allow the Argyle replacement project to go forward; but as of yet, a date has not been identified. The Superintendent also referenced the Ministry's Real Estate Asset Generation (RAEG) program and noted that along with the Board of Education, the Ministry is a co-owner of School District properties.

It was at this point in the agenda that Trustee Skinner joined the meeting.

In response to Trustees' questions, Superintendent Lewis and Secretary Treasurer Georgia Allison provided clarification regarding: that dependent on the structure of the agreement, any revenue received from a disposition of ten years or more for either the Lucas or Cloverley sites would be shared 50/50 with the Ministry of Education; that funding for the replacement of Seymour Heights will be a challenge to attain even though it is listed third on the School District's capital plan, but is not considered as a high risk seismic project by the Ministry; clarification of

C.5. Land, Learning and Livability Community Engagement – Update (continued)

the Ministry's categorization of seismic risk rating and confirmation that Blueridge is listed deficient in comparison to today's standards; and that Cloverley was deemed poor at the time minor modifications were done to sustain the building for students during the four year span of the Ridgeway and Queen Mary heritage restorations. Superintendent Lewis noted he would defer a Trustee's question to the Director of Facilities regarding Cloverley's current seismic rating and the cost of the modifications as previously mentioned.

C.6. Tuesday, October 7, 2014 Standing Committee Meeting

Chair Stratton reported on the meeting where presentations focused on the Privacy, Identity and Community themes used by secondary student social media mentors in presentations to Grades 4 through 7; "My Class Needs", an innovative alternative to fundraising for classroom tools supported by Chevron's "Fuel Your School" program; an overview of the *Learning Improvement Fund*; and a report on the 2014/15 school year start-up.

Trustees were in agreement that more time was required for discussion on the topic areas. The Chair confirmed that feedback received from the meeting attendees would be used in shaping future agendas. In response to a Trustee's question regarding the "My Class Needs" presentation, Chair Stratton advised a response had been provided to NVTA Vice President Martin Stuible's email. As well, the Chair confirmed that clarification has been provided to the Safe Routes to Schools advocacy group in response to their email. It was noted that the Chair has spoken with the NVPAC Chair to consider an arrangement similar to the Family of Schools (FOS) model to provide the Trustees with further opportunities to liaise with parents.

C.7. Out of Country Field Trips - Secondary

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

- Seycove Secondary School – advance notice was provided to Trustees regarding a field trip to Portland, OR, USA (Oct 17-19, 2014)
- Seycove Secondary School – field trip to Seattle, WA, USA (Nov 19-21, 2014)
- Handsworth Secondary School – field trip to Phoenix, AZ, USA (Dec 17-23, 2014)

C.8. Superintendent's Report

Superintendent Lewis noted that the following items are included in the *Superintendent's Blog* (<http://blog44.ca/superintendent/>):

- Welcome to 2014/15: a message from the Chair and the Superintendent
- 2014 AFK Scholarship Winners
- Joanne Robertson (Director of Instruction) is the first graduate of *Transformational Change Doctor of Education Program* at SFU
- Safe routes to schools: 2013 School Travel Survey Summary Report Available
- World Teachers' Day – October 5, 2014
- Brad Baker (District Administrator) selected by a national jury for a *Guiding the Journey Indigenous Educator Award* in Leadership
- "My Class Needs" accepting applications from North Vancouver teachers
- World Mental Health Day – October 10, 2014
- *2014 State of French Second Language in BC & YK Report*, released in September by Canadian Parents for French, affirms the enthusiasm for French immersion in North Vancouver School District
- *Great BC Shakeout*, took place on October 16, 2014, with part of the CBC broadcast hosted by Lynn Valley Elementary School

C.8. Superintendent’s Report (Continued)

- Teacher Librarian Jennifer Tieche receives the *Prime Minister’s Award for Teaching Excellence*, the highest honour bestowed by the Prime Minister’s office to elementary and secondary educators.

Superintendent Lewis reported that an International Programs coordinating representative committee has been established by the Ministry to review best practices for home stay providers and coordinators. School districts’ International Program administrators will have the opportunity to provide input to this committee.

It was also reported that confirmation has been received from the Ministry of Education that there will be no adjustment to the School Calendar this year to “make up” time lost during the labour action, and compliance is now in place with the enactment of the Order In Council. A Trustee representative from the School Calendar Committee noted that though the calendar was not changed, adjustments have been made to the exam schedule to accommodate Sutherland Secondary’s semester system.

C.9. Trustees’ Reports

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

1. Meetings attended by Trustees included:

- Public Board meeting
- Board Planning Committee meeting
- Board Standing Committee meeting
- Trustee Candidate Orientation meeting
- Cheakamus Centre Education Advisory Committee one day workshop meeting
- NS Youth and Justice Committee. It was reported that this Committee will hold its last formal meeting on November 20, 2014 due to the change in the Attorney General’s terms of reference and subsequent withdrawal of municipal funding
- CUPE Local 389 Collective Bargaining
- Metro BC School Trustees Association Meeting
- School visits – Handsworth Family of Schools

2. Events attended by Trustees included:

- Smith Foundation Gala
- Heritage BC Annual Awards, at which the School District received the Outstanding award under the Heritage Conservation category for the heritage restoration of Queen Mary Elementary School
- Table Matters “Let’s Talk Food Waste Recovery” event held at the City Atrium
- Westview Elementary’s 2nd annual Turkey Lunch

The Trustee Alternate Representative to the BC School Trustees’ Association reported on the recent BCSTA Metro meeting and identified three key motions that will be considered at the upcoming BCSTA Provincial Council meeting. A request was made that prior to Provincial Council meetings, that the motions be circulated by the Trustee Representative to all members of the Board with sufficient time allowed for their input. Moving forward, it was also requested that a placeholder be made on the Board agenda to accommodate sharing of information before and after BCSTA and BC Public School Employers’ Association meetings.

A question was also raised regarding the change in the terms of reference with the North Vancouver Recreation and Culture Commission and its relationship with the Parkgate Community Services Society. The Trustee Representative for the Commission will enquire further into the matter with the Commission Chair and report back to the Board.

D. Future Meetings

Future public meetings of the Board are confirmed as follows:

Tuesday, Nov 4, 2014 at 7:00 pm	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Nov 18, 2014 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Dec 9, 2014 at 7:00 pm	Inaugural Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

E. Public Question and 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.

Shane Nelson, a resident in the City of North Vancouver, queried what Board policy prohibits live streaming of public Board meetings. The Superintendent of Schools referred to Board *Policy 608: Video Surveillance* and noted that taping was taking place without the prior knowledge of the Board.

Carolyn Pena, NVTA President, clarified that the NVTA is supportive of mentorship but that the intent of the *Education Fund* is to address class size and composition, and re-confirmed Superintendent Lewis' point earlier in the meeting that teachers may work together to identify and address specific needs for submission to the *Education Fund*, thus providing an opportunity for mentorship.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 9:05 pm and thanked those who attended.

Certified Correct:

Georgia Allison
Secretary Treasurer

Franci Stratton
Chair, Board of Education

Date

Date

Schedule A.5
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **Prime Minister's Award for Teaching Excellence – Recognition to Jennifer Tieche, Carson Graham Secondary**

Narration:

In Ottawa on Tuesday, October 7, 2014, Jennifer Tieche, the teacher librarian for Carson Graham Secondary School, received a Prime Minister's Award for Teaching Excellence. Ms. Tiecher was recognized with a national Certificate of Excellence, the highest honour possible through the program.

The Prime Minister's Award for Teaching Excellence, one of ten in Canada, is a prestigious award that is only given to this country's most outstanding educators. A financial award of \$5000 from the Government of Canada will be shared equally between Carson Graham Secondary and Ms. Tieche.

"Jennifer Tieche is an adept, cross-discipline educator, a mentor to others, and an enthusiastic ambassador of our school," says Carson Graham Secondary Principal Karim Hachlaf. "Her direct instruction, informal guidance and overall approachable, positive nature have students lining up outside her door."

The North Vancouver School District is proud to congratulate Jennifer on receiving the Prime Minister's Award—a well-deserved recognition and honour.

John Lewis, Superintendent of Schools, will introduce Ms. Jennifer Tieche to the Board.

Schedule B.1
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the
Memorandum): **Capital Project Bylaw No. 126814 School Bus Replacement**

Narration:

In late September 2014, the Board submitted a request for a school bus replacement, as the only Capital Plan submission required by the Ministry of Education for the 2014-15 fiscal year. The Bylaw approval provides for the replacement of a school bus purchased in 2002, through a 2002 Capital Bylaw funded by the Ministry of Education. The bus replacement program has been successful for the School District, resulting in four funded school bus replacements since June 2012.

The Board is required to approve Capital Project Bylaw No. 126814 in order to draw upon the Ministry of Education capital funds.

Attachments:

School District No. 44 (North Vancouver) Capital Project Bylaw No. 126814
2014-15 Approved School Bus Replacements

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126814 be read a first time;

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126814 be read a second time;

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126814 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.

School District No. 44 (North Vancouver)

CAPITAL PROJECT BYLAW NO. 126814

SCHOOL BUS REPLACEMENT

A BYLAW by The Board of Education of School District No. 44 (North Vancouver) (hereinafter called the "Board") to adopt a Capital Project of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c.412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved Capital Project No. 126814.

NOW THEREFORE the Board agrees to the following:

- (a) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete the project substantially in accordance with the Project Agreement.
- (b) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project; and,
- (c) maintain proper books of account, and other information and documents with respect to the affairs of the Project, as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board approved by the Minister and specifying a maximum expenditure of \$124,056 for Project No. 126814 is hereby adopted.
- 2. This Bylaw may be cited as School District No. 44 (North Vancouver) Capital Project Bylaw No. 126814.

READ A FIRST TIME THE 18TH DAY OF NOVEMBER 2014;

READ A SECOND TIME THE 18TH DAY OF NOVEMBER 2014;

READ A THIRD TIME, PASSED AND ADOPTED THE 18TH DAY OF NOVEMBER 2014.

Board Chair

Secretary Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 44 (North Vancouver) Capital Bylaw No. 126814, adopted by the Board the 18TH DAY OF NOVEMBER 2014.

Secretary Treasurer



October 31, 2014

Ref: 178149

To: All Secretary-Treasurers
All School Districts

Re: 2014/15 Approved Bus Projects

Attached is a list of the Ministry-approved school bus replacement allocations, based on the latest school bus capital plan and supporting documentation submitted by school districts in October 2014.

As with school buses procured during the 2013/14 school year, the Association of School Transportation Services of BC (ASTSBC) conducted a Request for Standing Offer (RFSO) to establish school bus pricing. School bus vendors were invited to submit standing offer prices for various types of school buses. The results of the RFSO and related documents are available at the ASTSBC website at: <http://www.astsbcb.org/> To view them, click the “*Bus Standing Offer*” link on their home page. Ministry funding allocations are based on the prices submitted to the RFSO.

Funding allocations are based on the average base unit price for each qualifying bid, an allocation for options, an administration fee (payable to the ASTSBC), and the net cost of GST/PST.

The current pricing is available until December 19, 2014. School districts are encouraged to contact school bus vendors as soon as possible and enter into contracts to purchase directly from the vendor of their choice, using the “Draw Down Form” mechanism described in the RFSO.

After a school district orders a bus, the ASTSBC will invoice the school district for two percent of their bus purchase price to recover the cost of administering this initiative, and to provide some services to districts and the Ministry. The two percent fee is included in the funding allocation for the bus – it is not an additional cost to school districts.

Your Board must adopt a Capital Project Bylaw using the project number shown in the attachment, specifying a total maximum allocation equal to your School District’s stated allocation. The original bylaw should be forwarded to the attention of Maureen MacDonald, Finance and Administration Officer, Resource Management Division, Ministry of Education, PO Box 9151 Stn Prov Govt, Victoria BC V8W 9H1.

Following registration of the bylaw, and after confirmation from the vendor(s) that your purchase matches your approval, a Certificate of Approval (COA) will be issued to enable your school district to draw the appropriate funds as needed. In accordance with Provincial Treasury policy, draws against the COA cannot occur until capital project expenditures have been made.

.../2

If you have any questions, please contact Kathleen Kane, Planning Officer, Capital Management Branch, Ministry of Education, at 250-216-9356 or Kathleen.Kane@gov.bc.ca.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Joel Palmer". The signature is fluid and cursive, with a large loop at the end.

Joel Palmer
Executive Director
Capital Management Branch

Attachment

Schedule B.2
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **School District Meeting with City of North Vancouver**

Narration:

On October 28, 2014, Trustees of the Board of Education met with the Mayor and Council members of the City of North Vancouver, along with senior staff from each organization. The meeting was held in response to the two City Council motions of April 28, 2014 requesting a meeting with the Board to discuss the School District's land planning process and options for the Lucas and Cloverley sites.

Superintendent of Schools John Lewis made a presentation that covered the topics of:

1. Ministry Mandate, Vision, Goals and Guiding Principles
2. Community Consultation / Community Engagement
3. Demographics and Capacity
4. School District Properties / Funding Capital Projects
5. Surplus sites update
6. Supporting unfunded capital project

Meeting participants were provided with the [Land, Learning and Livability Update](#) of October 2014, which is posted on the School District website. Following the presentation, City Councillors asked to receive additional information related to the Ministerial Orders, for School Closure and Site Disposition, as well as the slide presentation. This information was forwarded to the City's Chief Administrative Officer on October 30, 2014 for distribution. This material, as well as the slide presentation, is posted to the School District's *Land, Learning and Livability* blog at the following link: <http://www.blog44.ca/landmanagement/#.VGPVgLHTmUI>.

As the need for ongoing consultation between the parties emerged as a key theme, the Board may wish to take a proactive approach to enable a process and format for consultation. The Board has utilized a Collaboration Committee with the District of North Vancouver, as well as the District of North Vancouver senior staff engaging with the School District senior staff. The Board may wish to develop a similar committee with the City of North Vancouver, or develop a different format that would meet the needs of each of the partners.

RECOMMENDED MOTION:

that the Board direct the Superintendent of Schools to explore options, with the City of North Vancouver senior staff, for collaborative discussions and information sharing, and;

that the Superintendent provide a report to the Board of Education for its consideration.

Schedule C.1
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the
Memorandum): **North Vancouver Teachers' Association (NVTA) Pro D Report 2013/14**

Narration:

Carolyn Pena, President of the North Vancouver Teachers' Association (NVTA), and Mary Aiello, the Association's Professional Development Chair, will present to the Board of Education the NVTA's Professional Development Report 2013-2014.

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

Attachment:

North Vancouver Teachers' Association *Professional Development Report to the Board 2013-2014*



**North Vancouver
Teachers' Association**

Professional Development

Report to the Board

2013 - 2014

Mary Aiello
Professional Development Chairperson
Carolyn Pena
President

NVTA Professional Development Report to the Board 2013 - 2014

1. Introduction

The North Vancouver Teachers' Association is pleased to present its annual Report to the Board on Professional Development for the 2013-2014 school year.

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

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

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

-NVTA Professional Development Policy and Guidelines

2. Professional Development Funding

Each year, School District 44 and the North Vancouver Teachers' Association contribute resources toward Professional Development for the district's teachers. Through the auspices of the Collective Agreement, the Board of Education contributes a grant of \$94,500 annually to the NVTA Professional Development Fund. The current amount was negotiated in 1996 and has not changed since then.

In 2013-2014, the North Vancouver Teachers' Association budgeted an additional \$26,200 for its Professional Development program.

School Board:	Professional Development Fund	\$ 94,500
NVTA PD Budget:		\$ 26,200
	✓ 0.2 FTE PD Chairperson	
	✓ PD School Contact Training	
	✓ BCTF New Teacher Conference	
Total PD Budget		\$ <u>120,700</u>

The \$94,500 provided by the Board to the NVTAs funds teachers' Professional Development. From this funding, schools were allocated \$95 per FTE. Each school's PD committee then decided how to allocate the funds and planned Professional Development activities for the year. While teachers were able to access funding to help cover the costs of an activity, in many cases, money from out-of-pocket must be paid as well. Many conferences and workshops can cost between \$100-\$250.

Despite the fact that money from out-of-pocket must be paid, North Vancouver teachers participated in hundreds of Professional Development activities last year.

These Professional Development activities included:

- memberships in Provincial Specialist Associations (PSAs);
- registration fees for teachers to attend conferences and workshops;
- partial support for travel and accommodation expenses for conferences;
- purchasing professional journals;
- summer workshops;
- fees for workshop presenters at school PD days.

Funding was also allocated to Teachers Teaching on Call, District Teachers on Call and to the NVTAs PD Conference, which is held every 2 years. To provide opportunities for teachers to participate in larger, more expensive Professional Development activities, \$6000 was allocated to fund several Special Grants. These Special Grants allow teachers to apply for funds for activities that are particularly costly. This entire amount was awarded through special criteria to eight teachers last year. Some of the special grants funded to North Vancouver School District teachers included:

- **“Looking at Student Work: Project Based Learning” Institute in San Diego, California**
The two teachers who attended this institute focused on ways of looking deeply at student work to improve project design, implementation and assessment. They also had many opportunities to observe classrooms and interact with students, teachers and administrators working with project-based learning. Workshop topics included the nuts and bolts of student presentations of learning, collaborative assessment of student's work and the uses of critique in the classroom.
- **“Theory of Mind Assessment & Interventions for Children with ASD” Conference in Vancouver**
This two-day workshop was designed specifically to address the challenges facing children with Autism Spectrum Disorder. Items discussed included strategies for assessing theory of mind and developing goals and recommending strategies for intervention.

- **Learning and the Brain Conference, “Teaching Self-Aware Minds: Using Brain Science to Boost Social and Emotional Skills” in San Francisco, California**
Using the latest brain research on how the brain thinks, creates and reasons, this conference allowed participants to discover strategies for boosting self-awareness, self-control, relationships and resilience so students can succeed in a standards-based, distracted, disconnected, digital age.
- **“Daily 5: A Literacy Structure That Increases Academic Accountability Through Independence and Instruction” and “CAFÉ: The What and How of Literacy Instruction” Workshops in Tacoma, Washington**
The first workshop presented the core components of the “Daily 5”, a literacy program used in many North Vancouver classrooms. The “Daily 5” technique structures the literacy time to increase student independence and time ‘on task’ of reading and writing while allowing for instruction to be delivered in small groups and one-on-one. The “CAFÉ” workshop looked at various approaches for assessing and analyzing student work.
- **“The Teachers’ Institute On Canadian Parliamentary Democracy” in Ottawa, Ontario**
Only 85 participants from across Canada are chosen each year by a national selection committee to attend this extensive Professional Development opportunity in Ottawa. Over the course of 6 days, participants were given an insider’s view of how Parliament works. Through the program participants also gained insight into issues in parliamentary democracy and collected creative ideas and useful tools for teaching about Parliament, governance, democracy and citizenship. Another important advantage of the Institute was forging contacts with teacher colleagues from across the country.

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

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

3. Professional Development in the NVTa

The Professional Development program of the NVTa is organized through key people in district-wide and school-based roles: our PD Chairperson, our NVTa PD Committee, a PD Contact person in each school, and School PD Committees.

a. PD Chairperson

Our Professional Development Chairperson is elected annually at our Annual General Meeting of the membership. Charged with overseeing all aspects of Professional Development, the Chairperson is responsible for a myriad of tasks, including, but not limited to:

- preparing a Professional Development budget each year and providing each school with a PD budget based on their FTE staffing numbers;
- monitoring and approving funds requested by individuals through the PD Contact in their school and ensuring that cheques are prepared and sent out;
- organizing PD Contact training at the beginning of every year;
- hosting regular meetings for PD Contacts throughout the year;
- chairing the PD Committee that approves Special Grant requests;
- sending out regular bulletins to the PD Contacts;
- advertising PD opportunities to district teachers;
- recruiting and meeting regularly with the district-wide Conference Committee;
- assisting staffs and individuals with PD planning by helping them access presenters and workshops;
- coordinating the planning of the NVTAs district-wide Professional Day Conference;
- co-chairing the JEPIC Steering Committee which meets several times throughout the year;
- helping plan and presenting at the JEPIC School Representative meetings;
- liaising with the NVTAs Executive regarding PD issues and recommendations;
- attending NVTAs meetings when appropriate;
- attending BCTF PD leadership seminars and meetings.

b. NVTAs PD Committee

The NVTAs Professional Development Committee is elected annually by the PD Contacts from each school. The PD Committee consists of the PD Chairperson, elementary teacher representatives and secondary teacher representatives.

Members of the NVTAs PD Committee:

- attend regular PD Contact meetings;
- make recommendations concerning policy;
- help implement PD policy;
- meet to approve Special Grant requests.

c. PD School Contacts

Each school's Staff Committee elects a Professional Development contact person each year. These volunteer teachers play an important role in communicating PD opportunities to their colleagues, helping teachers access PD funding, and organizing Professional Development days at the school level.

Among their duties, the PD School Contacts:

- attend PD Contact training each year;
- attend PD Contacts' meetings;
- liaise between their staff members and the PD Chairperson;
- ensure that proper forms are used and filled out correctly when staff members are requesting PD funds;
- process request forms and send them to the PD Chairperson for approval;
- receive and distribute PD cheques to individual staff members;

- monitor their school's PD budget;
- prepare their school's PD Policy and Guidelines and have them approved by Staff Committee on an annual basis;
- ensure that their school's PD policy is sent to the PD Chairperson each year;
- chair their school's Professional Development Committee.

d. School PD Committees

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

Each school-based Committee:

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

4. Professional Development Days

There are 5 non-instructional days in the school calendar devoted to Professional Development. Three dates for Professional Development days are common for all district schools. These dates are set by the NVTA Executive Committee on the recommendation of the school PD Contacts and the NVTA PD Committee. The other two dates are set by the Staff Committee in each school, in consultation with the school principal.

Professional Development days take one of three forms: the BCTF PSA day, school-based days, and district-wide days.

a. BCTF PSA Professional Development Day

The BCTF PSA Professional Development Day is a common professional day for schools in almost every school district in British Columbia. It is held on the third or fourth Friday in October each year.

BCTF Provincial Specialist Associations (PSAs) consist of teachers from all over the province who share a common subject area or grade level interest. For example, there is a Primary Teachers' Association, a Math Teachers' Association and an Association for Peace and Global Education. Most PSAs hold their major conferences and workshops on this PD day in October.

The PSA day gives teachers opportunities to attend conferences within their subject or grade level, and to engage with new methodologies along with colleagues from all across the province. Many teachers take advantage of these quality workshops as the cost of a teacher on call is not needed on a PD day, and the registration fees in many cases are not prohibitive.

Some teachers use this day to plan school-based activities related to a program or a curricular area that they are pursuing as a staff or as a teaching team.

b. School-based Professional Development Days

On school-based Professional Development days, many staffs plan activities on areas of common interest or common need as identified by their schools' PD Committee that allow teachers to explore a curricular area or a school-wide program. Staffs can access their PD funds to bring in a facilitator, or staff members with expertise in a particular area can plan and present workshops for their colleagues.

Individual teachers may also choose to use this day to attend a workshop, seek out resources for a new curriculum, research a field trip or do professional reading. Staffs also often use school-based PD days to attend a staff retreat overnight, where they may bring in speakers, plan school-wide programs and events, work together to implement new curriculum ideas, and mentor new teachers.

As school-based Professional Development days can vary from school to school, this also provides teachers a unique opportunity to visit a colleague at another school and observe teaching methods and practices in action.

c. District-wide Professional Development Days

District-wide Professional Development days offer other opportunities for teachers to meet and collaborate with colleagues from other schools who may teach the same grade or subject area. Outside of organized conferences, less structured times can allow an opportunity for teachers to share resources, compare or explore new practices, share new technology for classrooms or many other possible topics. These days also provide a good opportunity for Collegial Conferencing and Inquiry Sessions.

A district conference, organized by the NVTAs Conference Committee and coordinated by the PD Chairperson, is held every two years on the district-wide PD day in February. Last year was not a conference year, however planning for the conference already began, with Dr. Spencer Kagan confirmed to provide the keynote address and a break-out session following his presentation.

6. Summary

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

Schedule C.2
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the
Memorandum): **Organization of Classes Report – 2014/15**

Narration:

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

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

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

The Organization of Classes Report 2014/2015 will be presented by John Lewis, Superintendent of Schools.

Schedule C.3
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **Ministry of Education Learning Improvement Fund – 2014/15 Spending Plan**

Narration:

On April 14, 2012, the BC Legislature passed *Bill 22 – 2012: Education Improvement Act*. *Bill 22* implemented a new provincial *Learning Improvement Fund* of \$195 million over a three-year period to help school districts and teachers address complex classroom composition issues. Based on the three-year funding plan, \$75 million of the *Learning Improvement Fund* was scheduled to be allocated provincially for the 2014/15 school year.

The negotiated settlement between the BC Public Schools Employers' Association (BCPSEA) and the BC Teachers' Federation resulted in an increase to the *Learning Improvement Fund* to a total of \$95 million for the 2014/15 school year. The allocation for the North Vancouver School District for 2014/15 increased from the initial fund amount of \$1,947,595 to \$2,458,661.

The negotiated settlement between BCPSEA and the BCTF also resulted in a change to the allocation of the *Learning Improvement Fund*, with 80% now being allocated to the *Education Fund*, for additional teaching positions, with the remaining 20% being allocated as the *Support Fund*, to meet requirements related to CUPE positions supporting students with special needs.

The *Support Fund* portion of the Learning Improvement Fund is dedicated to addressing a provincial agreement with the Canadian Union of Public Employees (CUPE Local 389) related to the Support Staff Education and Adjustment Committee. Through consultation between the CUPE (Local 389) President and the Superintendent of Schools, agreement was reached for the allocation of funds to provide additional paid hours to approximately 340 special education support staff. The minimum funding from the *Learning Improvement Fund* for 2014/15 required to address this commitment was \$196,170.

The *Learning Improvement Fund Spending Plan* is developed through consultation processes that occur at both the school and District level. In addition to the consultations with CUPE, school-based consultation took place in May and June with Principals and Vice Principals discussing the classroom needs with staff, Chief Staff Representatives, and with School Based Resource Teams.

Principals and Vice Principals identified priority needs in their submission for review by the Executive Committee. The North Vancouver Teachers' Association (NVTA) consulted with teachers to identify priority needs at the classroom level. Based on the information gathered through the school-based consultation process, a tentative spending plan was developed for consultation with the President and Vice Presidents of the NVTA.

ScheduleC.3.... (continued)

Narration (continued):

The tentative spending plan developed in May and June was considered an 'early' Spending Plan to identify needed resources for the start of the 2014/15 school year. The "early" Spending Plan provided for a reserve of funds that would be available to address needs identified over the summer and in September, as adjustments to enrolments and classes would occur.

The Superintendent of Schools and members of the Senior Executive Committee consulted with the President and Vice Presidents of the NVTA regarding the 'early' Spending Plan in May and June of 2014. Agreement was reached for the allocation of additional teaching staff positions identified in the 'early' spending plan to enable staffing increases in May and June to be in place for school opening in September. Subsequent consultations during the summer months resulted in the allocation of additional teaching staff positions to schools for the start of the school year.

In late September and early October, additional consultation occurred at each school to review and consider any changes that may have impacted classroom needs and whether the additional resources received through the 'early' Spending Plan, were adequate to address these needs. Based upon this review and school-based consultation, Principals and Vice Principals reported to the Superintendent of Schools any revisions to the tentative spending plan that would address identified classroom needs. The NVTA conducted a parallel consultation process with Chief Staff Representatives to consider further priorities for the spending plan in September and October.

The Superintendent of Schools and members of the Senior Executive Committee consulted with the President and Vice Presidents of the NVTA regarding the final Spending Plan in late October 2014. The Final Spending Plan was developed in collaboration with the NVTA. Support was provided for priorities identified at both the school and District levels. A small reserve of funds remains in the *Learning Improvement Fund* for allocation to schools during the balance of the school year.

The President of the North Vancouver Teachers' Association provided agreement to the Final Spending Plan regarding the *Education Fund* portion of the *Learning Improvement Fund*.

The Final Learning Improvement Fund Spending Plan was submitted, as required, to the Ministry of Education on October 31, 2014. The *Learning Improvement Fund Spending Plan* was presented at the Board of Education's Standing Committee Meeting of November 4, 2014.

In accordance with the *Learning Improvement Fund Regulation* ([BC Reg. 53/12](#)), John Lewis, Superintendent of Schools, will provide the Board with a report on the allocation of the *Learning Improvement Fund* submitted to the Ministry of Education.

Attachment:

Learning Improvement Fund Spending Plan summary – October 31, 2014

Learning Improvement Fund Approval

Please complete this form and include your district Learning Improvement Fund Plan and submit by October 31 of each year.

School District Name:

Total LIF allocation: Support Staff minimum allocation:

Education Fund allocation:

1. Amount committed under this plan to:

Support Staff funding:

Teacher Staffing funding:

Reserves (maximum 30% and to be spent by June 30th):

2. Support Staff:

Number of new full-time positions (35 hours):

Number of new part-time positions (under 35 hours):

Number of Support Staff with hours increased from part-time to full-time:

3. Teachers:

Number of new full-time positions (1.0 FTE):

Number of new part-time positions (less than 1.0 FTE):

Number of teachers with hours increased from part-time to full-time:

4. The local Teachers Union has agreed to this plan. YES NO

5. Declaration:

This declaration is to confirm that the consultations required under Section 2 of the Learning Improvement Fund Regulation have been carried out, and that the attached spending plan allocates the estimated grant in accordance with subsection 2(6) of that regulation.

Superintendent of Schools:

6. Submit:

Contact name: and Email:

Please complete this form and click Submit. This form will be automatically be emailed to EDUC.learningdivision@gov.bc.ca after clicking the Submit button. **Please remember to include your detailed LIF Plan along with this document.**

Learning Improvement Fund Spending Plan 2014/2015				
Education Fund / NVTA Positions				
25 Schools	Elementary NVTA / Teaching Staff	Cost	FTE	
20 Schools	Learning Assistance and Learning Support Teacher	\$ 437,377	4.60	
5 Schools	Additional divisions to address complex needs	\$ 508,689	5.35	
4 Schools	Additional counselling time	\$ 38,033	0.40	
2 Schools	Additional Speech and Language Pathologist time	\$ 19,016	0.20	
		\$ 1,003,115	10.55	
7 Schools	Secondary NVTA / Teaching Staff	Cost	FTE	
6 Schools	Additional counselling blocks / supporting CHOICES, etc	\$ 309,967	3.26	
5 Schools	Additional blocks (24) to address complex needs	\$ 299,128	3.15	
1 School	Additional Learning Assistance / Learning Support	\$ 95,082	1.00	
		\$ 704,177	7.41	
DISTRICT Staff	District NVTA / Teaching Staff	Cost	FTE	
Learning Services	Augmentative Communication	\$ 19,016	0.20	
Learning Services	Counselling	\$ 76,066	0.80	
Learning Services	Family of Schools Teacher Leader (Secondary)	\$ 26,623	0.28	
Learning Services	Learning Assistance	\$ 19,203	0.20	
Learning Services	Psychologist	\$ 76,066	0.80	
Learning Services	Speech and Language Pathologist	\$ 28,525	0.30	
Learning Services	Vision Resource Teacher	\$ 9,508	0.10	
		\$ 255,006	2.68	
	SUMMARY of EDUCATION STAFF FUND	Cost	FTE	
	Total expenditure plan	\$ 1,962,299	20.64	
	Total Education Fund Available	\$ 1,966,929	20.69	
	Reserve (up to 30% allowable)	\$ 4,630	0.05	

Support Staff Fund / CUPE Positions				
District	Support staff hours (Education Assistants)	Cost	FTE	
All schools	Increased hours for each Education Assistant position	\$ 243,414	4.94	
	Support staff sub-total	\$ 243,414	4.94	
Elementary	Support staff (Education Assistants)	Cost	FTE	
10 Schools	Increased allocation of 206 hours (average 20.6 hours)	\$ 290,172	5.84	
	Support staff sub-total Elementary	\$ 290,172	5.84	
Secondary	Support staff (Education Assistants)	Cost	FTE	
1 School	Increased allocation of 28.75 hours	\$ 40,109	0.81	
	Support staff sub-total Secondary	\$ 40,109	0.81	
TOTAL	Support staff hours (Education Assistants) / CUPE	Cost	FTE	
	Support Staff TOTAL	\$ 573,695	11.59	
	SUMMARY of SUPPORT STAFF FUND	Cost	FTE	
	Total expenditure plan	\$ 573,695	11.59	
	Total Support Staff Fund Available	\$ 491,732	5.17	
	Planned expenses exceed Support Staff Fund	-\$ 81,963	-0.86	
	TOTAL LEARNING IMPROVEMENT FUND	\$ 2,458,661		
	EDUCATION FUND SPENDING PLAN	\$ 1,962,299		
	SUPPORT STAFF SPENDING PLAN	\$ 573,695		

Schedule C.4
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the
Memorandum): **Canadian Union of Public Employees (CUPE Local 389) Bargaining Update**

Narration:

The Canadian Union of Public Employees (CUPE) collective agreement expired on June 30, 2014. Negotiations between the School District and CUPE have been ongoing, and Secretary Treasurer Georgia Allison will provide a bargaining status update at this evening's meeting.

Schedule C.5
of the
Administrative Memorandum

Meeting Date: November 18, 2014 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.

John Lewis, Superintendent of Schools, will present the attached *Land, Learning, Livability Community Consultation Update* (November 2014) that highlights the community engagement process and progress related to a meeting held with the City of North Vancouver and an update regarding Monteray.

This Update also makes reference to the Board's ongoing efforts related to its request to the Ministry of Education to convert the approved Argyle Seismic Project to a full replacement project.

Attachment:

Land, Learning and Livability Community Consultation UPDATE – November 2014

Land, Learning and Livability Community Engagement Update 141118

Meeting with the City of North Vancouver

A meeting held with the Mayor and Council members of the City of North Vancouver on October 28, 2014 provided an opportunity for clarification of specific information related to the Board of Education's Land Management Strategy.

In addition to providing background to the Board's community engagement process and a status update for each of the properties identified as surplus to the longer-term (ten year) need for public education in North Vancouver, clarification was also provided regarding the Board of Education's community engagement process related to the school district properties of Ridgeway Annex, Cloverley and the Lucas/LMCC site. Further information was provided regarding the debt incurred for the replacement of Sutherland Secondary and Westview Elementary and the Board's request for a full replacement school at Argyle Secondary.

Additional information related to the meeting of the School District with the City of North Vancouver is provided as a separate Agenda item within the November Public Board Meeting.

Monteray

Morningstar Development Ltd., is continuing its work with the District of North Vancouver to address municipal requirements to advance this proposed redevelopment towards a Public Hearing. Once a date is established, we will communicate this to our community.

Argyle replacement project request

The Board continues to await a response from the Minister regarding its' request for a follow up meeting to discuss the full replacement of Argyle rather than the approved seismic upgrade project.

Schedule C.6
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the
Memorandum): **Tuesday, November 4, 2014 Board of Education Standing Committee Meeting**

Narration:

The Board will find attached a copy of the summary notes from the November 4, 2014 meeting of the Board of Education Standing Committee.

Trustee Christie Sacré, Towards the Future for Schools Chair, and Trustee Lisa Bayne, Education and Programs Chair, will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, November 4, 2014

BOARD OF EDUCATION STANDING COMMITTEE
NORTH VANCOUVER SCHOOL DISTRICT
Meeting Summary of November 4, 2014

Meeting Summary of the Board of Education's Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia, on Tuesday, November 4, 2014.

Meeting Attendance:

Trustees, representatives of the North Vancouver Parent Advisory Council (NVPAC), North Vancouver Administrators (NoVA) and North Vancouver Teachers Association (NVTA), members of District Staff, and community members attended the meeting.

Towards the Future for Schools:

MyEducation BC

Trustee Christie Sacré, Chair of Towards the Future for Schools, introduced District Administrators Kathleen Barter and Greg Milner to present on MyEducation BC. Speaking on the year in review, functionality and next steps, the replacement of BCeSIS will be implemented in January 2015 for Elementary schools and September 2015 for Secondary schools. The availability of assistance and training was noted as a priority to get schools up and running with the new system.

Education and Programs:

Learning Improvement Fund

Trustee Lisa Bayne, Chair of Education and Programs, introduced the Superintendent of Schools, John Lewis, to present the District's submission for the Learning Improvement Fund. This overview included the breakdown and distribution of Education Staff Funds.

Changing Results for Young Readers

Trustee Lisa Bayne, Chair of Education and Programs, introduced Director of Instruction, Joanne Robertson, to present on the Provincial initiative, Changing Results for Young Readers (CR4YR). The goal of this initiative is to increase the number of engaged, successful readers in our province. Feedback from the first two years of CR4YR was discussed, along with the desire to continue focusing on increasing the number of North Vancouver School District students who are engaged in reading and supporting a community of practice at all schools.

General discussion:

Trustee Lisa Bayne thanked the presenters for an informative session and for the participation of those in attendance.

The meeting adjourned at 8:15 pm.

Next Meeting:

February 3, 2015 (7:00 – 9:00 pm Mountain View Room).

Schedule C.7
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

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

Narration:

Seycove – a field trip to San Diego, CA, USA has been scheduled for February 13-22, 2015. The trip involves approximately 12 Grade 9 students from the FLIGHT Program, accompanied by two teacher supervisors.

Students will travel to Seattle by school bus, and then fly to California. They will travel by minivan during their stay and will be accommodated in hotels. The trip cost is approximately \$2,300 per student, which will be paid by the students.

The purpose of this extracurricular trip is to attend classes at High Tech High in San Diego where students will experience the HTH project-based learning environment, culminating in the exhibit of the products of the inquiry process they began in their classes at Seycove. Students will also visit area historical sites and participate in a Disney Youth Leadership Workshop.

Windsor – a field trip to Cuba has been scheduled for March 14-21, 2015. The trip involves approximately 80 Grade 10-12 music students, accompanied by two teacher supervisors, one other employee of the Board supervisor and several other adult supervisors.

Students will travel to Havana by air and by charter bus while in Cuba. Accommodation will be in a hotel. The cost per student is approximately \$2,500 and will be paid by students.

The purpose of this extracurricular trip is to offer students the opportunity to explore and learn from a culture that is rich in musical diversity. Students will apply their studies of music from various Cuban genres through public performances, some combined with Cuban performers and directors. They will also participate in workshops with local professional musicians and perform in a shared concert with a local music school.

Handsworth – a field trip to New York, NY, USA has been scheduled for March 6-8, 2015. The trip involves 20-30 Grade 10-12 members of the Senior Wind Ensemble, accompanied by two teacher supervisors and one other employee of the Board supervisor.

Travel to New York will be by air, and transportation during the stay will include chartered bus, subway and foot travel. Accommodation will be in hotels. The per-student cost of approximately \$3,000 will be paid by the students.

The purpose of this extracurricular trip is to supplement their musical studies with attendance at Broadway musicals and concerts at venues such as Carnegie Hall and/or the Lincoln Centre. Students will also perform at elementary schools in Brooklyn and tour historic and cultural sites including the Apollo Theatre, National Jazz Museum, the Empire State Building and the 9-11 Memorial.

Schedule ...C.7..... (continued)

Narration (continued):

Carson Graham – a field trip to Sosua, Dominican Republic, has been scheduled for March 6-15, 2015. The trip involves 30 Global Initiatives and Leadership students in Grades 10-12. The students will be accompanied by three teacher supervisors.

Students will travel by air to Puerto Plata, Dominican Republic, and by bus to Sosua and neighbouring areas. Accommodation will be in a hotel. The approximate cost per student is \$3,650 and will be paid by students.

The purpose of this extracurricular trip is to supplement the Global Initiatives and Leadership program with humanitarian work including: active participation in construction projects for impoverished families; visiting and serving lunch at a local orphanage; and experiencing the daily life of those living in poverty by working alongside them gathering recyclables in a garbage dump.

Schedule C.8.
of the
Administrative Memorandum

Meeting Date: November 18, 2014 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.9
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **BC School Trustees' Association (BCSTA) Provincial Council and Committee Meetings – Report Out**

Narration:

Chair Stratton and Trustee Forward, BCSTA Provincial Council Representative, will provide updates from recent meetings of BCSTA's Provincial Council, Aboriginal Education Committee, and Finance Committee.

Schedule C.10...
of the
Administrative Memorandum

Meeting Date: November 18, 2014 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.

ScheduleD.....
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

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

Narration:

Date and Time	Event	Location
Tuesday, Dec 9, 2014 at 7:00 pm	Public Board Meeting (Inaugural)	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Jan 15, 2015 at 7:00 pm ** Note location change	Programs Night - Transitions 7/8	Carson Graham Secondary School 2145 Jones Avenue, N Vancouver
Tuesday, Jan 20, 2015 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Feb 3, 2015 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, Parking Level P1 and proceed by elevator to 5th Floor.

Schedule E
of the
Administrative Memorandum

Meeting Date: November 18, 2014 Board Board, in camera

Topic (as per the
Memorandum): **Public Question and 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.