

## **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 20, 2015.

<b>PRESENT:</b>	B. Forward, Chair M. Higgins, Vice-Chair C. Gerlach C. Sacré S. Skinner J. Stanley F. Stratton
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### **A. Call to Order**

Chair Forward called the meeting to order at 7:05 pm.

It was announced that there would be an individual video recording the meeting as per the motion passed on December 9, 2014 and with Board Chair authorization.

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

Moved by F. Stratton

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

Seconded by S. Skinner

Following a request to include BC Public School Employers' Association (BCPSEA) and BC School Trustees' Association (BCSTA) – Report Out as Item B.7., the agenda was amended.

Moved by C. Gerlach

that the agenda be adopted as amended.

Seconded by J. Stanley

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.

An individual requested to speak on an item that was not on the agenda. The Chair advised that the ten-minute comment period is intended to be restricted to items on the evening's Board Agenda and because this item was not on the agenda, it would have to wait for the Public Question & Comment Period at the end of the meeting.

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

A correction to the minutes of December 9, 2014 was requested in Section B.1. to add in the importance of Board transparency and to add in the distinction of 'carried' to the approved motion.

Moved by F. Stratton

that the minutes of the public meeting of December 9, 2014 be approved as amended.

Seconded by C. Sacré

Carried

**A.5. National Indigenous Educator Award for Leadership - Recognition to Brad Baker, District Principal**

John Lewis, Superintendent of Schools, introduced Brad Baker, District Principal, Aboriginal Education, Safe and Caring Schools.

The Superintendent informed the Trustees that Mr. Baker had recently received the National Indigenous Educator Award for Leadership in recognition of his dedication and leadership in First Nations Education. The Awards recognize Indigenous professionals and youth who demonstrate outstanding career achievement. They promote self-esteem and pride for Indigenous communities and provide outstanding role models for Indigenous youth.

The North Vancouver School District is proud to congratulate Mr. Baker on receiving the National Indigenous Educator Award for Leadership – a well-deserved recognition and honour.

Mr. Baker thanked Superintendent Lewis for his kind words, and thanked his parents, noting that both his mother and father were in attendance. He spoke of the leadership that the School District has shown, becoming a lighthouse for Aboriginal Education, and thanked the Board for its support.

**A.6. Presentation to Outgoing Trustees Bayne and McGraw**

John Lewis, Superintendent of Schools, acknowledged collective contributions from former Trustees Lisa Bayne and Mike McGraw and former Chair Franci Stratton as members of the Board, rather than as individuals. As a team, the Board enabled the North Vancouver School District to achieve a great deal, expanding the availability of best instructional practices and enriched curriculum, developing and promoting innovative and sustainable programs, encouraging the growth of collaborative, adaptive and personalized learning environments, nurturing an inspiring and healthy work environment, providing leadership in environmental education and sustainability practices and strengthening and expanding reciprocal community relations.

Superintendent Lewis thanked Ms. Bayne and Mr. McGraw for championing programs and initiatives to enhance the educational opportunities available and provided to students. As a token of appreciation, the former Trustees were presented with framed Artists for Kids Gallery prints of Ross Penhall's 'Reflected Corner.'

**A.7. Presentation to Outgoing Board Chair Stratton**

Superintendent Lewis thanked outgoing Board Chair Franci Stratton for an unprecedented term of four consecutive years, which was a period of significant challenge and tremendous change.

In his remarks, Superintendent Lewis noted, "the words of dedication, commitment, and leadership come to mind as descriptors of your time as Chair in championing all students at the centre of the Board's deliberations and decision making".

A framed Artists for Kids Gallery print of Arnold Shives' 'Lonsdale Mountain View' was presented to former Chair Franci Stratton in appreciation of her leadership to the Board of Education in her role as Chair for the period of 2010-14.

**A.8. Presentation of Heritage BC Outstanding Achievement Award - Queen Mary Community Elementary Restoration and Reconstruction**

On Friday, September 26, 2014, Queen Mary Community Elementary School received the 2014 BC Heritage Conservation Outstanding Achievement Award at Heritage BC's Annual Conference held in Cloverdale.

John Lewis, Superintendent of Schools, introduced Mark Thomson, North Vancouver School District Capital Project Manager, responsible for the Queen Mary Community Elementary School Heritage Restoration Project, to the Board of Education to acknowledge his significant contribution to the success of this project.

Queen Mary School is one of the most prominent buildings on the North Shore, serving students in the public school system for 100 years. The heritage restoration and reconstruction of Queen Mary began in mid-2011 and was completed in early 2014. The strategy for the restoration involved seismically upgrading and modernizing the school while maintaining and restoring the heritage exterior.

The Board thanked Mr. Thompson for the huge role he had in this successful project.

**B.1. Board Committees and Trustee Representational Assignments (2015)**

Chair Forward 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 2015 calendar year.

In discussion, Trustees brought up a District parents' collective, North Shore Safe Routes Advocates, and suggested that a conversation should be had with this group to determine if Trustee representation is desired. It was decided that further clarity was needed and information would be gathered and shared with Trustees at a later date.

Moved by F. Stratton

that the Board approve the Chair's appointments of Trustees and make the appointments effective January 20, 2015.

Seconded by S. Skinner

Carried

**B.2. Windsor Secondary School Seismic Upgrade Capital Project Bylaw No. 116576**

Secretary Treasurer Georgia Allison introduced this item, advising that at the Public Board Meeting of October 23, 2012, the Board confirmed a Five-Year Capital Plan for the 2012/13 year. The capital plan included a request for the Seismic Project at Windsor Secondary School. The Ministry of Education subsequently identified Windsor as an approved Seismic Project in April 2013. Since that time, the Ministry of Education and School District staff have been working to finalize the Project Agreement between the two parties.

The majority of Windsor Secondary has been seismically upgraded with the exception of a few remaining areas. The remaining scope of work for this project will focus on structural upgrades to Blocks 1 – Classrooms, Block 2 – Administration Services, and Block 8 – Science Classrooms. The total funding available for this project is \$5,026,759 which includes costs for Design Consultants, Environmental Reviews, Project Management services, Construction, Temporary Classrooms, equipment relocation, and contingencies for soils and hazardous materials.

Secretary Treasurer Allison invited Janson Ho, Director of Facilities and Planning, to the table to answer questions regarding the Windsor Secondary School Seismic Project. Responding to Trustees' questions, Mr. Ho clarified a timeline for the project, noting that design consultants are already on board with construction proposed to start this summer. In total, construction will take just over a year with two portables being used to allow temporary relocation of students and staff during that time.

**B.2. Windsor Secondary School Seismic Upgrade Capital Project Bylaw No. 116576 (continued)**

Trustees suggested that notification be provided to the District and City of North Vancouver and user groups of Windsor Secondary School facilities. Chair Forward thanked Mr. Ho for providing information and clarification towards the Windsor Secondary School Seismic Upgrade Capital Project.

Moved by C. Sacré

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 116576 be read a first time;

Seconded by F. Stratton

Carried

Moved by S. Skinner

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 116576 be read a second time;

Seconded by J. Stanley

Carried

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

Moved by F. Stratton

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 116576 be read a third time, passed, and adopted.

Seconded by M. Higgins

Carried

**B.3. Corporate Banking Services**

Secretary Treasurer Allison introduced the following routine bylaw and resolutions as a consequence of a new Chair and Vice-Chair, as well as the change of Assistant Superintendent assigned signing authority.

**(A) Bank of Montreal – Banking Bylaw 1-2015**

Moved by F. Stratton

that Banking Bylaw Number 1-2015 be read a first time;

Seconded by C. Sacré

Carried

Moved by J. Stanley

that Banking Bylaw Number 1-2015 be read a second time;

Seconded by C. Sacré

Carried

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

Moved by F. Stratton

that Banking Bylaw Number 1-2015 be read a third time, passed, and adopted.

Seconded by C. Sacré

Carried

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

Moved by C. Sacré

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

Seconded by J. Stanley

Carried

**B.3. Corporate Banking Services (continued)**

**(C) Blue Shore Financial – Resolution re: Bankers and Signing Officers**

Moved by J. Stanley

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

Seconded by M. Higgins

Carried

**B.4. Report on the Budget 2015 Consultations - Select Standing Committee on Finance and Government Services**

Superintendent Lewis introduced this item, sharing specific conclusions and recommendations that were drawn from, and in response to, the [Report on the Budget 2015 Consultations](#) by the Select Standing Committee on Finance and Government Services dated November 14, 2014.

After Trustee clarification, it was explained that the level of funding for public education is not being met, citing special needs programming and aging facilities as examples within the School District. The North Vancouver School District's [Superintendent's Report on Student Achievement](#) for 2014/15 states, "The provincial grant available to the Board of Education has been insufficient to sustain service levels to students". Trustees proposed that the Board write a letter to the Ministry of Finance, acknowledging the conclusions and recommendations. It was suggested that the letter include specific North Vancouver School District budgeting challenges to make it more applicable.

Moved by J. Stanley

that the Board of Education write a letter to the Ministry of Finance acknowledging the Select Standing Committee on Finance and Government Services' First Report on the Budget 2015 Consultations' conclusions and recommendations and request the Ministry of Finance accept and implement the Report Recommendations 24, 25, 27, 28, and 40 regarding public education.

Seconded by S. Skinner

Carried

**B.5. 2015/16 Operating Budget Development Consultation Process**

Georgia Allison, Secretary Treasurer, introduced this item by reporting that the Board is in a stable financial position at this time and foresees that the 2015/16 Operating Budget will be a budget with no anticipated need for reductions.

The Secretary Treasurer noted that at this time every year, a budget consultation framework is developed in preparation of the Annual Budget. The proposed process involves the Board inviting its five partner groups: North Vancouver Parent Advisory Council (NVPAC); District Student Leadership Council (DSLC); North Vancouver Teachers' Association (NVTA); Canadian Union of Public Employees (CUPE Local 389); and North Vancouver Administrators' Association (NoVA); and the public to attend budget information and discussion sessions that will provide opportunities for their input.

As required by Section 11 of the *School Act*, the Board's 2015/16 Budget Bylaw must be developed and adopted on or before June 30<sup>th</sup> of the current fiscal year. The following process and timelines were proposed for the 2015/16 Budget Development Process:

1. February 3, 2015 – Public Standing Committee Meeting – Finance and Facilities
  - Staff presentation and discussion of issues and opportunities related to building the budget
2. March 3, 2015 – Public Standing Committee Meeting – Finance and Facilities
  - Partner Group Presentations regarding Budget Priorities
  - Review and discussion of budget priorities and provide input on top priorities

**B.5. 2015/16 Operating Budget Development Consultation Process (continued)**

3. March 31, 2015 – Deadline for submission of comments via the website
4. April 7, 2015 – Public Standing Committee Meeting – Finance and Facilities
  - Review of the Ministry of Education's March 15<sup>th</sup> Preliminary Grant announcement
  - Review of the current 2014/15 Forecast to June 30, 2015
  - Large group discussion of budget priorities
5. April 21, 2015 – Public Board Meeting
  - Executive Summary presentation of suggested priorities, adjustments and improvements proposed by the Board's partner groups and the public for inclusion in the 2015/16 Annual Budget
6. May 26, 2015 – Public Board Meeting
  - 2015/16 Annual Budget Bylaw presented for approval and adoption by the Board

Discussion surrounding the 2015/16 Operating Budget Development Consultation Process lead to the Trustees requesting that a “needs” budget be submitted in addition to the 2015/16 budget to identify areas that would most benefit from additional funding.

Moved by F. Stratton

that the Board of Education approve the proposed process and timelines identified within Board Schedule B.5. for the development of the 2015/16 Budget.

Seconded by C. Sacré

An amendment to the motion was introduced to include additional notification.

Moved by S. Skinner

... and further, and in conjunction to this, that the Board develop a needs budget in consultation with our partner groups for advocacy purposes.

Seconded by M. Higgins

Carried

The main motion as amended was adopted and carried, with the final wording being as follows:

Approved Motion with Amendment

that the Board of Education approve the proposed process and timelines identified within Board Schedule B.5. for the development of the 2015/16 Budget; and further, and in conjunction to this, that the Board develop a needs budget in consultation with our partner groups for advocacy purposes.

Carried

**B.6. Board of Education Access to Information**

Secretary Treasurer Allison introduced this item, stating that the Board of Education is contemplating a motion that would enable Trustees to be fully informed and have easy access to facts and documents, and increase information sharing and transparency. Further documentation was provided to Trustees only, to supplement this motion, which resulted in the motion being tabled.

Moved by M. Higgins

that the main motion be tabled.

Seconded by F. Stratton

Carried

### **C.1. School Calendar**

Superintendent Lewis introduced this agenda item and invited Assistant Superintendent Mark Pearmain, Chair of the School Calendar Steering Group, to the table. Assistant Superintendent Pearmain provided the Board with an update on the status of the steering group's work this year and a review of the timelines and steps required to complete and approve school calendars for 2015/16 and 2016/17.

Assistant Superintendent Pearmain stated that the design and establishment of school calendars is the responsibility of each individual school district. Districts have the flexibility to determine their own schedules of instructional and non-instructional dates within which they must deliver a prescribed minimum number of instructional minutes. School districts are required to establish calendars within the timelines specified in the legislation and to provide opportunity for input from employees and parents of students at a minimum of 30 days. The plan is to provide calendars to the public at an early date for ample time to receive results. Comments on the draft 2015/16 and 2016/17 School Calendars will be shared with the Board of Education and the School Calendar Steering Group for their consideration. Once approved by the Board of Education, school calendars must be submitted to the Ministry of Education for compliance review.

Concluding his update, Assistant Superintendent Pearmain advised that he would be presenting calendars for Board approval at the March 24, 2015 Public Board Meeting. Finally, he acknowledged the open and constructive dialogue that has taken place and thanked all of those who have been a part in this process.

Trustees expressed their appreciation to Assistant Superintendent Pearmain and the School Calendar Steering Group for the work they have done.

### **C.2. Land, Learning & Livability Community Engagement – Update**

John Lewis, Superintendent of Schools, introduced this agenda item and provided highlights of the community engagement process and progress related to Monteray and Ridgeway Annex. This update also makes reference to the Board's efforts related to its request to the Ministry of Education to proceed with Argyle as a full replacement project, rather than the approved Seismic Project.

Trustees agreed that another letter requesting a meeting be written to the Ministry regarding Argyle Secondary Capital Project. They noted that it is important to remind the Ministry that Argyle is top priority and that a meeting is imperative to move forward with this project.

### **C.3. Thursday, January 15, 2015 Standing Committee Meeting**

Christie Sacré, Chair of Towards the Future for Schools Standing Committee, reported on the Transitions 7/8 Programs Evening Curriculum Implementation Meeting, 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 Sacré 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.4. 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 Australia and New Zealand (March 5-22, 2015)
- Sutherland, Argyle, Handsworth Secondary School – field trip to Nepal (March 11-April 4, 2015)

#### **C.5. Superintendent's Report**

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

- Aboriginal Success Story
- School Choirs perform at the Education Services Centre
- New Year's greetings from the Chair and the Superintendent
- Curriculum Implementation Day – January 9, 2015

#### **C.6. 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
  - Trustee Seminar/In Camera meetings
  - Artist for Kids Management Committee meeting
  - BCSTA Finance Committee meeting
  - Policy Review Committee meeting
  - Class Acts Planning meeting
2. Events attended by Trustees included:
  - President's Council Dinner
  - Transitions 7/8 Programs Evening Curriculum Implementation
  - North Vancouver Recreation & Cultural Commission Christmas party

#### **Notice of Motion**

Trustee Gerlach advised that she had a notice of motion for addition to the February 17, 2015 Public Board Agenda. The notice of motion was received during the Trustees' Reports.

#### **MOTION**

That the Board request the Secretary Treasurer to initiate an investigation regarding the breach of in camera of the Superintendent's contract and that the Secretary Treasurer provide to the Board of Education recommendations on best practices on how to deal with breaches of in camera no later than the June public board meeting.

**D. Future Meetings**

Date and Time	Event	Location
Tuesday, Feb 3, 2015 at <b>7:00 pm</b>	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Feb 17, 2015 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Mar 3, 2015 <b>4:00 pm</b>	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Mar 24, 2015 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

**E. Public Question & Comment Period**

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

At this point, Chair Forward invited Les Murata to the table. Mr. Murata, who resides in North Vancouver and is a representative of CUPE Local 389, asked for clarification as to why the North Vancouver School District (NVSD) waste management contract was awarded to Progressive Waste Solutions instead of staying within the District. Mr. Murata wanted to address how this change could affect the local community and noted that CUPE Local 389 Executives would be looking into this matter.

Superintendent Lewis acknowledged that in keeping with NVSD policies and procedures, a Request for Proposal (RFP) went out in May 2014, and unfortunately the District of North Vancouver waste management couldn't reply to the multi-jurisdiction services that were required.

Karen Nordquist, Vice-Chair of the NV Parent Advisory Council, spoke as a representative of North Shore Safe Routes Advocates, following up from an earlier conversation in the meeting regarding Board Committees and Trustee Representational Assignments for 2015. She provided clarity for a potential Trustee liaison, advising that the Safe Routes Advocates would be delighted to have a Trustee liaison as part of the group.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 9:30 pm and thanked those who attended.

Certified Correct:

*Original signed by G. Allison*

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Georgia Allison  
Secretary Treasurer

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February 17, 2015

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Date

*Original signed by B. Forward*

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Barry Forward  
Chair, Board of Education

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February 17, 2015

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Date