



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, January 17, 2017 at
 7:00 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chair Sacré’s opening remarks	(no schedule)	7:00 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	(no schedule)	7:00 pm
A.3.	Public Comment Period *		7:10 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of December 6, 2016 be approved as circulated)	(no schedule)	7:15 pm
A.5.	Student Presentation – Upper Lynn Elementary		7:30 pm
B.	Action Items		
B.1.	Board Committees and Trustee Representational Assignments (2017)		7:40 pm
B.2.	Election to BC School Trustees Association (BCSTA) Provincial Council and to BC Public School Employers’ Association (BCPSEA)		7:50 pm
B.3.	Interim New Policy 414: Prohibiting Access to Schools		8:05 pm
C.	Information and Proposals		
C.1.	Land, Learning and Livability Community Engagement - Update		8:15 pm

Please note that this meeting may be video and/or audio recorded as per the motion passed on December 9, 2014 and with Board Chair authorization.

* Additional Community Presentations or Delegations are welcomed with advanced notice - see [Policy 104: Board of Education - Meetings](#) and its [Administrative Procedures](#).



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Format and Date:

PUBLIC BOARD MEETING
Tuesday, January 17, 2017 at
7:00 pm

		Estimated Completion Time
	(continued)	
C.2.	Thursday, January 12, 2016 Standing Committee Meeting	8:25 pm
C.3.	Out of Country Field Trips - Secondary	8:30 pm
C.4.	Superintendent’s Report	8:40 pm
C.5.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)	8:50 pm
C.6.	Trustees’ Reports	9:00 pm
D.	Future Meetings	9:00 pm
E.	Public Question & Comment Period	9:20 pm
F.	Adjournment	(no schedule) 9:20 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: January 17, 2017 Board Board, in camera

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

Narration:

As per the motion passed on June 21, 2016 the Board will provide a twenty (20) minute public comment period relevant to the Board's mandate on a trial basis. Speakers will be allocated a maximum of two (2) minutes each. An additional ten (10) minutes will be provided for Trustee questions of clarification.

Speakers are requested to place their name on a signup sheet in order to speak during the Public Comment Period. The signup sheet will be available in the Board Room from 6:50 – 7:00 pm prior to the meeting's commencement. The Chair will invite those wishing to speak in the order that their name appears on the signup sheet.

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

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

Speakers may speak only once at the Public Comment Period.

School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, December 6, 2016.

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

ABSENT: S. Skinner

A. Call to Order

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

A.2. Approval of Agenda

Moved by B. Forward

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

Seconded by F. Stratton

Carried

Trustee Gerlach joined the meeting at 7:04 pm.

A.3. Public Comment Period

The twenty minute comment period is intended to be relevant to the Board's mandate. The Chair requested that those wishing to speak should sign on the Public Comment Sign-Up Sheet.

Amanda Nichol, Chair of the North Vancouver Parent Advisory Committee, spoke regarding the proposed revised and new policies.

A.4. Approval of Minutes

Moved by F. Stratton

that the minutes of the public meeting of November 15, 2016 be approved as circulated.

Seconded by J. Stanley

Carried

A.5. Presentation – Apple Distinguished Program

Seycove Secondary School's Performance Learning Program (PLP) was named an Apple Distinguished Program 2016-2018, being recognized as an exemplary learning environment for innovation, leadership and education excellence. Mr. John Maschak, Development Executive from Apple Canada, presented an award to Seycove teachers Bryan Hughes and Petra Willemse from the PLP Program.

A.6. Student Presentation – Sutherland Secondary

Sam Nygard, student from Sutherland Secondary School shared their experience in the North Vancouver School District. They discussed the importance of programming in the School District, specifically the Choices program noting that it was beneficial to their high school years in terms of personal and scholastic progression. Trustees expressed their appreciation to Sam for sharing.

B.1. Election of Board Chair

Secretary Treasurer Georgia Allison reported that the Board was required by its *Policy 101: Board of Education – Role and Function* and *Policy 104: Board of Education - Meetings* to elect one of its members to be the Board Chair. Secretary Treasurer Allison called for nominations for the position of Chair for one year, at which time, Trustee Stratton nominated Trustee Sacré. There being no other nominations, Trustee Sacré was declared Board Chair for the term of December 7, 2016 to November 30, 2017 or until a successor has been elected.

B.2. Election of Board Vice Chair

Chair Sacré called for nominations for the position of Vice Chair of the Board for one year, at which time, Trustee Forward nominated Trustee Stanley. There being no other nominations, Trustee Stanley was declared Board Vice Chair for the term of December 7, 2016 to November 30, 2017 or until a successor has been elected.

B.3. Board/Authority Authorized Courses 2017/18

District Principal Maureen Stanger shared that boards of education must authorize each Board Authority Authorized (BAA) Course and ensure it meets the Ministry of Education's BAA Course requirements. Once the courses receive Board approval, they will be submitted to the Ministry for approval.

Ms. Stanger offered an overview of the courses:

- Augmentative and Alternative Communication Skills and Strategies 11
- Community Initiatives Leadership 12
- Technology Skills for the Visually Impaired 11

Ms. Stanger responded to Trustees' questions, clarifying that there are a variety of courses put forward, accommodating all students within the North Vancouver School District.

Moved by M. Higgins

that the Board according to its power and capacity set out in Section 85(2)(i) of the *School Act* and in harmony with the course standards established by the Ministry of Education, hereby approves the Board/Authority Authorized (BAA) courses, Augmentative and Alternative Communication Skills and Strategies 11 and Technology Skills for the Visually Impaired 11, effective 2017/18 for submission to the Ministry of Education.

Seconded by J. Stanley

Carried

Abstention: C. Gerlach

Moved by J. Stanley

that the Board according to its power and capacity set out in Section 85(2)(i) of the *School Act* and in harmony with the course standards established by the Ministry of Education, hereby approves the Board/Authority Authorized (BAA) course, Community Initiatives Leadership 12, effective 2017/18 for submission to the Ministry of Education.

Seconded by F. Stratton

Carried

B.4. Proposed Revised Policy 302: Student Conduct

Superintendent Mark Pearmain noted that boards of education are responsible for updating policies when an amended Ministerial Order comes from the Province. *Policy 302: Student Conduct* has been updated to follow BC Human Rights Code.

Moved by B. Forward

that the Board of Education approve *Proposed Revised Policy 302: Student Conduct*, as attached to this Administrative Memorandum of December 6, 2016, and that the revised policy be further reviewed by the Board's Policy Review Committee at the earliest possible time

Seconded by J. Stanley

Carried

B.5. Proposed Revised Policy 412: Homophobia

District Principal Vince White introduced *Policy 412: Homophobia* noting that the Province announced a new anti-bullying measure. The announcement requires boards of education to include explicit reference to sexual orientation and gender identity or expression in their anti-bullying policies and school codes of conduct. The Policy 412 Sub-Committee asked for feedback from parents/guardians, students and staff prior to presenting it to the Board.

Moved by F. Stratton

that the Board of Education approve *Proposed Revised Policy 412: Supporting Sexual Orientation, Gender Identity and Gender Expression*, as attached to this Administrative Memorandum of December 6, 2016.

Seconded by C. Gerlach

Carried

B.6. Proposed Revised Policy 505: Employee Welfare

Scott Stanley, Director of Human Resources, introduced the revised *Policy 505: Employee Welfare* noting that the policy was updated due to an amended Ministerial Order for the Provincial Standards for Codes of Conduct Order.

Moved by C. Gerlach

that the Board of Education approve *Proposed Revised Policy 505: Employee Welfare*, as attached to this Administrative Memorandum of December 6, 2016.

Seconded by B. Forward

Carried

B.7. Proposed New Policy 414: Prohibiting Access to Schools

Assistant Superintendent Chris Atkinson introduced this agenda item stating that boards of education are responsible for establishing procedures and/or policies regarding the application of Section 177 within their districts after the provincial government released Provincial Guidelines on the Maintenance of Order.

After discussing the new policy, it was decided that a paragraph should be inserted into the policy, clearly outlining the appeal process.

Moved by J. Stanley

that the Board of Education approve an *Interim Proposed New Policy 414: Prohibiting Access to Schools*, as attached to this Administrative Memorandum of December 6, 2016, as amended, and that the interim policy will be brought back to the January 2017 Board meeting.

Seconded by M. Higgins

Carried

C.1. Secondary School and Academy Fees 2017/18

Superintendent Mark Pearmain introduced this agenda item and advised that boards of education may charge fees to students and parents for goods and services provided by the Board in accordance with the School Act [s. 82]. Board *Policy 706: Board of Education – School Fees* requires that each North Vancouver school and specialty academy annually establish a schedule of fees. Fees for the 2017/18 school year are determined prior to the end of 2016 to allow fee schedules to be included in the secondary school course guidebooks that are published in January 2017.

Both the 2017/18 Secondary Schedule of School Fees and the Schedule of Specialty Academy Fees 2017/18 have been brought forward to the Board for information and Trustees are encouraged to contact Principals regarding any questions they may have in relation to the fees.

C.2. School Calendar 2017/18 – Update

Assistant Superintendent Chris Atkinson provided the Board with an update on the status of the School Calendar Committee's work this year and reviewed the timelines and steps required to complete and approve a school calendar for the 2017/18 school year. A finalized calendar will be presented at the March 6, 2017 Public Board Meeting.

C.3. Aboriginal Update – Gerlach

Trustee Gerlach provided an update to the Board and highlighted the First Nations Education Steering Committee (FNESC) conference that was attended by students and staff.

C.4. Land, Learning and Livability Community Engagement - Update

Mark Pearmain, Superintendent of Schools, introduced this agenda item and updated the Board on the Argyle Secondary School Replacement Project and the Handsworth Secondary School Project.

Motion to Extend

Moved by C. Gerlach
to extend the meeting past 10:00 pm.
Seconded by B. Forward

Carried

C.5. Out of Country Field Trips – Secondary

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

- Argyle Secondary School – field trip to Honolulu, Hawaii, USA (March 9-18, 2017)
- Carson Graham Secondary School – field trip to the Dominican Republic (March 11-22, 2017)
- Carson Graham Secondary School – field trip to Belize, Central America (March 11-18, 2017)
- Argyle Secondary School – field trip to France (March 13-19, 2017)

C.6. Superintendent's Report

Superintendent Mark Pearmain shared highlights of his visits to elementary and secondary schools and provided the Board of Education with an update on the Learning Forward Conference that was held in Vancouver.

C.7. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)

Trustee Gerlach noted that BCPSEA is holding their Annual General Meeting on January 27, 2017 and asked for feedback on the BCSTA's financials.

C.8. Trustees' Reports

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

1. Meetings attended by Trustees included:
 - Standing Committee Meeting
 - Trustee Seminar
 - President's Council Meeting
 - Argyle Steering Committee Meeting
 - French Immersion Review Committee Meeting
 - District of North Vancouver Council Meeting

C.8. Trustees' Reports (continued)

- PAC Meetings
- North Shore Table Matters Meeting

2. Events attended by Trustees included:

- Carson Graham Improv Show
- Cove Cliff student recognitions ceremony
- Learning Forward Conference
- FNEESC Conference

D. Future Meetings

Date and Time	Event	Location
Thursday, January 12, 2017 at 7:00 pm	Standing Committee Meeting - Enhanced Programs	Sutherland Secondary School 1860 Sutherland Ave, N Vancouver
Tuesday, January 17, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 7, 2017 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, March 7, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

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.

Amanda Nichol, Chair of the North Vancouver Parent Advisory Committee, thanked the Board for hearing the PAC's concerns and discussing the new policy in depth.

Heather Skuse, resident of North Vancouver, spoke regarding the Argyle Secondary School Project and urged the Board to continue discussing options with the District of North Vancouver.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 10:23 pm and thanked those who attended.

Certified Correct:

Georgia Allison
Secretary Treasurer

Christie Sacré
Chair, Board of Education

Date

Date

Schedule A.5.
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the
Memorandum): **Student Presentation – Upper Lynn Elementary School**

Narration:

Throughout the year, students from across the North Vancouver School District engage in a variety of events and programs. The purpose of these presentations is to provide the opportunity to share stories and gain a first-hand perspective from the students in this School District.

Dedicated, passionate student activists at Upper Lynn Elementary will share ideas about **The Kindness Project**, which is shifting the minds and hearts of the children and adults in the Upper Lynn Community. Supported by counsellor Desiree Blume, these students started a project that has turned into a movement.

Schedule B.1
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the Memorandum): **Board Committee and Trustee Representational Assignments (2017)**

Narration:

In accordance with [Policy 102: Board of Education - Committees and Representation](#), and subject to approval of the Board, the Chair may, for a calendar year, appoint Trustees to represent the perspective of the Board to external organizations or agencies in those instances where the maintenance of external relationships is considered essential to Board effectiveness or where representation is required by legislation or contract.

At an earlier meeting, Trustees were requested to review their preferences for assignments, based on their interest and willingness to assume the responsibilities attached to the assignment(s), and forward to the Board Chair for consideration.

The list of assignments and appointments, as attached to this Administrative Memorandum of January 17, 2017, are presented to the Board for approval at this evening's meeting.

Attachment:

Trustee Representational Assignments and Liaison Areas – January 2017

RECOMMENDED MOTION:

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

PROVINCIAL	Trustee for 2017
British Columbia Public School Employers' Association (1+alt) (Elected)	TBD
British Columbia School Trustees Association Provincial Council (1+alt) (Elected)	TBD
MUNICIPAL/LOCAL	Trustee for 2017
City of North Vancouver Advisory Planning Commission (1+alt)	Megan Higgins / Susan Skinner (alt)
City of North Vancouver Integrated Transportation Committee (1+alt)	Christie Sacré / Megan Higgins (alt)
Collaboration Committee (DNV) (Board Chair) (1)	Christie Sacré
Collaboration Sub - Committee (DNV) (DNV Trustees)	Barry Forward / Cyndi Gerlach Jessica Stanley / Franci Stratton
North Shore Substance Abuse Committee (1)	Jessica Stanley
North Vancouver Recreation & Culture Commission (1)	Franci Stratton
North Shore Safe Routes Advocates (2)	Barry Forward / Christie Sacré
North Shore Table Matters Network (2)	Christie Sacré / Jessica Stanley
SCHOOL DISTRICT / INTERNAL	
Board Chair (Elected)	Christie Sacré
Board Vice Chair (Elected)	Jessica Stanley
Chair, Standing Committee (monthly responsibility)	Jan (BF); Feb (JS); Mar (FS); Apr (SS); May (MH); Jun (BF)
Audit Committee (3)	Barry Forward / Jessica Stanley / Franci Stratton
Artists for Kids Management Committee (1)	Barry Forward
Capital Planning Committee (1)	Cyndi Gerlach
District Aboriginal Advisory Committee (1+alt)	Barry Forward / Cyndi Gerlach (alt)
Education Week Planning Committee (2)	Christie Sacré/Barry Forward
Inclusion Committee (2)	Megan Higgins / Cyndi Gerlach
North Vancouver Outdoor School Advisory Committee (1)	Jessica Stanley
North Vancouver Parent Advisory Council Liaison Trustee (1)	Cyndi Gerlach
North Vancouver School District Communications Committee (1)	Jessica Stanley
North Vancouver School District Policy Review Committee (2)	Megan Higgins / Franci Stratton
Presidents' Council (Board Chair) (1)	Christie Sacré
Safe and Caring Schools Committee (1)	Cyndi Gerlach
Screening and Selection of Assistant Superintendent & Directors (Board Chair)	Christie Sacré
Screening and Selection of Principals (2)	Cyndi Gerlach / Megan Higgins
Screening and Selection of Vice Principals (2)	Christie Sacré / Jessica Stanley
Student Leadership Council Liaison Trustee (2)	Cyndi Gerlach / Susan Skinner
Sustainability Leadership Team (1+alt)	Christie Sacré
TRUSTEE LIAISON ASSIGNMENTS	2016/17 School Year
Argyle (Boundary, Lynn Valley, Ross Road, Upper Lynn)	Franci Stratton
Carson Graham (Larson, Queen Mary, Westview)	Megan Higgins
Handsworth (Canyon Heights, Cleveland, Highlands, Montroyal)	Cyndi Gerlach
Mountainside Secondary, NV Distributed Learning (Braemar, Capilano, Carisbrooke, Norgate)	Jessica Stanley
Seycove (Cove Cliff, Dorothy Lynas, Sherwood Park)	Christie Sacré
Sutherland (Brooksbank, Eastview, Queensbury, Ridgeway)	Susan Skinner
Windsor (Blueridge, Lynnmour, Seymour Heights)	Barry Forward

Schedule B.2
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the Memorandum): **Election to BC School Trustees Association (BCSTA) Provincial Council and to BC Public School Employers' Association (BCPSEA)**

Narration:

The Board is required to elect two Trustees to the British Columbia School Trustees Association (BCSTA) Provincial Council. One Trustee is to serve as the Board's representative and one Trustee is required to serve as an alternate.

BCSTA is a non-profit, voluntary organization dedicated to assisting boards of education in their key work: improving student achievement through community engagement. The key work concept, which BCSTA introduced in 1998, explains in straightforward terms what it is that school trustees are elected to do, and how they do it. Information regarding the BCSTA Governance Structure including the role of the Provincial Council can be found on the BCSTA website: <http://www.bcsta.org/whatWeDo/governance>.

The [BC Public School Employers' Association](#) (BCPSEA) is the accredited bargaining agent for the province's 60 public boards of education, for unionized teaching and support staff in the British Columbia K-12 public education system. In July 2013, the government appointed a [public administrator](#) for BCPSEA as an interim measure. While the appointment of a public administrator ends the legal role of the BCPSEA board of directors, the Minister of Education has invited the school trustees, to remain in an advisory capacity to government and BCSTA as they work to redefine BCPSEA's role in the future.

In the past, the Chair has appointed a Trustee Representative to the British Columbia Public School Employers' Association. In December 2013, the current Board determined that the Trustee Representative as well as an alternate be chosen in the same format as that used for the BCSTA Trustee Representative and alternate. During the restructuring of BCPSEA, the role of the BCPSEA representative will be as a liaison for each Board of Education to BCSTA as outlined in the interim bargaining structure. Given this change in role, the Board may wish to review the requirement for a separate BCPSEA representative until such time as a new structure has been implemented.

Procedurally, the Board may elect its representatives as follows for each of the following four positions:

- British Columbia School Trustees Association Provincial Council representative and alternate
- British Columbia Public School Employers' Association representative and alternate

Procedure:

1. the Chair will call for nominations for the Board's representative to each of the respective organizations for the term of January 18, 2017 – December 30, 2017 (no second required).
2. declare the representative elected if there is only one nomination.
3. if there is more than one nomination, appoint two scrutineers and conduct an election by ballot.
4. the Chair will announce the successful candidate.
5. repeat steps 1 to 4 for the Board's alternate representative to the organization.

Schedule B.3
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the Memorandum): **Proposed Revised Policy 414: Prohibiting Access to Schools**

Narration:

At the Public Board Meeting of December 6, 2016 the motion to approve an interim *Proposed New Policy 414: Prohibiting Access to Schools* and to bring the interim policy to the January 17, 2017 Public Board Meeting was carried.

Chris Atkinson, Assistant Superintendent, reviewed the interim *Proposed New Policy 414: Prohibiting Access to Schools* and the Administrative Procedures with Trustees.

A change to interim *Policy 414: Prohibiting Access to Schools* was prepared and the Administrative Procedures were revised.

Chris Atkinson, Assistant Superintendent, will introduce *Proposed Revised Policy 414: Prohibiting Access to Schools*, as attached to this Administrative Memorandum of January 17, 2017.

Attachments:

Proposed Revised Policy 414: Prohibiting Access to Schools
Policy 414: Administrative Procedures

RECOMMENDED MOTION:

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

414 Prohibiting Access to Schools

Adopted: December 6, 2016
Proposed Revised: January 17, 2017

Proposed
Revised

Policy

The safety and security of students and staff is a high priority for the North Vancouver School District. Section 177 of the *School Act* is intended to prevent the disruption of schools and school functions, and to ensure the protection of students and staff. This section allows the Principal, Vice Principal, Director of Instruction or a person authorized by the board, to direct a person to leave school property. Section 177 may be used to prevent a stranger who presents a threat to student safety from accessing school property. There may also be circumstances where persons associated with the school, such as students, parents, employees, or volunteers are denied access to school property under Section 177. It also enables the administrator to call for assistance from law enforcement if necessary.

Persons directed to leave school property under Section 177 of the Act may not return without the prior approval of the Principal or designate. If a person contravenes this section of the School Act, he or she commits an offence.

A Section 177 direction can be appealed. The appeal process is delineated in the Administrative Procedures for this policy and will be provided to any person directed under Section 177.

Section 177 of the School Act is intended to be used only in exceptional circumstances, where there is a risk to student/staff safety or significant and ongoing disruption to the educational programs offered by the school.

The full text of Section 177 of the *School Act* is provided below:

Maintenance of order

- 177** (1) A person must not disturb or interrupt the proceedings of a school or an official school function.
- (2) A person who is directed to leave the land or premises of a school by a Principal, Vice Principal, director of instruction or a person authorized by the board to make that direction
- (a) must immediately leave the land and premises, and
 - (b) must not enter on the land and premises again except with prior approval from the Principal, Vice Principal, director of instruction or a person who is authorized by the board to give that approval.
- (3) A person who contravenes subsection (1) or (2) commits an offence.
- (4) A Principal, Vice Principal, or director of instruction of a school or a person authorized by the board may, in order to restore order on school premises, require adequate assistance from a peace officer."

Section 1 of the *School Act* defines "school" as follows:

"school" means

- (a) a body of students that is organized as a unit for educational purposes under the supervision of a Principal, Vice Principal or director of instruction,
- (b) the teachers and other staff members associated with the unit, and
- (c) the facilities associated with the unit,
and includes a Provincial resource program and a distributed learning school operated by a board."

Administrative Procedures

[Policy 414: Prohibiting Access to Schools – Administrative Procedures](#)

Resources

[BC School Act](#)

DRAFT POLICY 414: PROHIBITING ACCESS TO SCHOOLS

ADMINISTRATIVE PROCEDURES

1. Prohibiting a person from a school should only occur after other reasonable options to resolve the situation have been considered and/or attempted and only under the following circumstances:
 - there is a risk to the safety of students, staff, or others in the school community
 - the person poses a significant and ongoing disruption to the educational programs offered by the school, or
 - when directed to do so by a peace officer
2. Where practicable, consultation with the Director of Instruction or with the Assistant Superintendent should occur prior to issuing an exclusion order under section 177. In the case of an ongoing disruption, consultation with the Director of Instruction will be required.
3. The administrator issuing an exclusion order should call for assistance from the RCMP in the event the individual poses an imminent threat or refuses to leave after being directed to do so.
4. All exclusion orders must be documented and reported to the Superintendent, the Safe and Caring Schools Coordinator, and to the RCMP within 72 hours of issuing the order. A record of the order, and all related processes, will be kept at the school, in the Superintendent's office, and in the office of the Safe and Caring Schools Coordinator, until the order expires, in a manner consistent with the Freedom of Information and Protection of Privacy Act.
5. Principals will inform school staff, on a need to know basis, of who has been excluded from the school property. Employees are expected to maintain confidentiality in accordance with [Policy 506: Employee Code of Conduct](#) and [Policy 611: Privacy](#).
6. Written notification will be delivered to the excluded person within five business days, using the NVSD Section 177 template, including reasons for and the length of the exclusion, date for review, and information about avenues of appeal.
7. The excluded person may appeal the exclusion to the immediate supervisor of the administrator who issued the order. This may be the Director of Instruction, the Assistant Superintendent or the Superintendent. The appeal must be filed in writing within thirty working days of the date that the order was received by the excluded person. The appeal must be reviewed in a meeting with the excluded person and a written decision rendered within ten working days of receipt of the appeal. Should the decision to exclude significantly affect the education, health or safety of a student, an individual may file an appeal under Section 11 of the *School Act* and North Vancouver School District Policy 906: School Act Appeals.

Schedule C.1
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the
Memorandum): **Land, Learning and Livability Community Engagement - Update**

Narration:

Updates on the Board's Land, Learning and Livability Community Engagement process have been provided at each of the monthly Public Board Meetings.

Mark Pearmain, Superintendent of Schools, will present the attached *Land, Learning, Livability Community Engagement Update* (January 2017).

Attachment:

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

Land, Learning & Livability Community Engagement Update

Handsworth Secondary School: Revised Submission to the Ministry

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

Argyle Secondary School: Replacement Confirmed

Design work continues on Argyle Secondary.

Braemar Elementary School: Parcel

There has been no change in the status of the Braemar parcel.

Blueridge Elementary

A meeting regarding the closure of Blueridge Elementary school occurred between Mark Pearmain, Superintendent and Doug Blakeney and Barry Fenton, representatives from the Blueridge Community Association. The meeting was focused on questions about school closure, current enrollment, including enrollment at Lynnmour Elementary and Seymour Heights Elementary, Ministry of Education processes and possible future timelines.

Lucas & Cloverley: Status

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

Schedule C.2
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the
Memorandum): **Thursday, January 12, 2017 Standing Committee Meeting**

Narration:

As part of the North Vancouver School District’s Ten-Year Strategic Plan and Three-Year Operating Plan, the School District has been working diligently for a number of years to support all of our students in the area of “Choice” set by the Ministry of Education in 2002. In addition to the area of Choice, and also as part of the Ten-Year Strategic Plan and Three-Year Operating Plans, the School District has been focusing on our students during the Grade 7/8 transition and how we can support our students through a “seamless” transition from their elementary school through to their secondary school.

The focus of the Board of Education Standing Committee meeting of January 12, 2017 was on student transition from Grade 7 to Grade 8 as well as highlighting all of the available enhanced programs for students, at the secondary level, in our School District.

The evening was well attended, with students, parents and staff present in the Sutherland Secondary School gymnasium. In addition to a brief overview presentation regarding the Grade 7/8 transition and enhanced programs, information booths (supported by staff from our enhanced programs) were set-up so that students and parents could meet, share and discuss, with staff, the opportunities available for students, in secondary schools within the School District.

Trustee Barry Forward will report on highlights of the meeting.

Schedule C.3.
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

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

Narration:

Carson Graham – a field trip to New Zealand and Australia has been scheduled for March 10-24, 2017. The trip involves 30 Grade 10-12 members of the Senior Boys' Rugby team, accompanied by two teacher supervisors and two additional adult supervisors.

Students will travel by air to New Zealand and Australia and by rental vans while they are there. Accommodation for students will be in hostels and hotels. The trip cost is approximately \$3,600 per student, which will be paid by the students.

The purpose of this extracurricular trip is gain a cultural understanding of the sport of rugby and to participate in rugby competition against high school teams in both New Zealand and in Australia. Students will also have the opportunity to visit local tourist and cultural sites during their stay.

Carson Graham – a field trip to Australia and New Zealand is scheduled for March 8-26, 2017. The trip involves 29 Grade 9-12 members of the Girls' Rugby Team, accompanied by two teacher/administrator supervisors, three other Board Employee supervisors, and one additional adult supervisor.

Travel to Australia and New Zealand will be by air, and rental vans will provide transport during the stay. Accommodation will be in hostels. The per-student cost of approximately \$3,440 will be paid by the students.

The purpose of this extracurricular trip is athletic participation in a variety of individual rugby matches, as well as participation in a scheduled High School 7's tournament. Students will also have the opportunity to visit local tourist and cultural sites during their stay.

Schedule C.4
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the
Memorandum): **Superintendent's Report**

Narration:

The Superintendent will provide an oral report on items of interest or concern to the Board not otherwise covered in the agenda.

Schedule C.5
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

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

Narration:

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

Schedule C.6
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

Topic (as per the Memorandum): **Trustees' Reports**

Narration:

The Chair will call for reports from Trustees on their activities on behalf of the Board.

ScheduleD.....
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

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

Narration:

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

All meetings will take place on the 5th Floor in the Mountain View Room, unless otherwise noted.
Pedestrian Access: Main West Entrance at 2121 Lonsdale Avenue, proceed by elevator to 5th Floor.
Vehicle Access: Parkade Entrance off West 21st Street and Lonsdale Avenue, park on Level P1 and proceed by elevator to 5th Floor.

ScheduleE.....
of the
Administrative Memorandum

Meeting Date: January 17, 2017 Board Board, in camera

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

Narration:

In accordance with Board Policy 104: Board of Education – Meetings; twenty (20) minutes will be provided at the end of a regular Board meeting during which attendees may provide comments or ask questions of the Board on business conducted during that meeting or on any matter pertaining to the School District. The Chair may defer a response if a question cannot be answered at that time.

In accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session.