

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, April 23, 2019 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.	Moment of Silence - Day of Mourning for Persons Killed or Injured in the Workplace		7:00 pm
A.4.	Public Comment Period *		7:30 pm
A.5.	Approval of Minutes (that the minutes of the Public Meeting of March 12, 2019 be approved as circulated)	(no schedule)	7:35 pm
A.6.	Student Presentation – Dorothy Lynas Elementary School		7:50 pm
B.	Action Items		
B.1.	2019/2020 Budget Consultation Update and Board Direction		8:10 pm
B.2.	Notice of Motion – Free Menstrual Products in Schools		8:20 pm
B.3.	Change in Start Time for Public Board Meetings		8:40 pm
C.	Information and Proposals		
C.1.	Land Management Update		8:50 pm

* 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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7:00 pm

		Estimated Completion Time
	(continued)	
C.2.	Tuesday, April 2, 2019 Standing Committee Meeting	8:55 pm
C.3.	Out of Country Field Trips - Secondary	9:00 pm
C.4.	Superintendent's Report	9:10 pm
C.5.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:15 pm
C.6.	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

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: April 23, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Moment of Silence – Day of Mourning for Persons Killed or Injured in the Workplace**

Narration:

Across Canada, April 28 has been designated a Day of Mourning to commemorate workers whose lives have been lost or injured through work-related incidents or occupational diseases.

The Chair will call for a moment of silence in recognition of those workers who have lost their lives on the job.

Schedule A.4
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **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, March 12, 2019.

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

A. Call to Order

Chair Sacré called the meeting to order at 7:00 p.m. and welcomed those in attendance. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged. Chair Sacré highlighted events from the School District's Class Acts 2019 week which celebrates school programs and students.

A.2. Approval of Agenda

Moved by C. Gerlach

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

Seconded by G. Tsiakos

Carried

A.3. Public Comment Period

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

Nicole Nielsen, resident of North Vancouver, spoke with respect to changes of secondary school honour roll. Ms. Neilson noted the importance of recognizing academic achievements for high school students and shared her concern regarding the removal of the honour roll.

A.4. Approval of Minutes

Moved by K. Mann

that the minutes of the public meeting of February 19, 2019, be approved as circulated.

Seconded by D. Bruce

Carried

A.5. Student Presentation – Cheakamus Centre

Students from Argyle, Handsworth and Mountainside Secondary Schools presented to the Board of Education about the Counselling Leadership Program at the Cheakamus Centre. Mairead Brennan, Kallym Nicol, Mahan Rohani and Jack Vandermye shared their experience as counsellors in the program noting that the time spent at the Cheakamus Centre developed skills they were able to take back to school and work. The students learned leadership and interpersonal skills while fostering a deeper understanding of outdoor and environmental learning.

The Counsellor Leadership Program is a long-standing North Vancouver School District volunteer experience that is an integral part of the Outdoor School program at Cheakamus Centre. The success of this program was solidified by the positive experiences of the students.

A.5. Student Presentation – Cheakamus Centre (continued)

On behalf of the Board, Chair Sacré and Superintendent Mark Pearmain thanked the students for their positive influence on the many students that attend Outdoor School.

B.1. Proposed 2019/20 School Calendar for Board Approval

Assistant Superintendent Chris Atkinson provided the Board of Education with an update on the work that has been completed with the proposed school calendar for the 2019/20 school year. The 2019/20 calendar proposal developed by the School District's School Calendar Committee was published to the School District website on January 30, 2019, and notification of a one-month public comment period was provided to staff and parents of students via the School District's Sangha communication system.

Responding to Trustees' questions, Assistant Superintendent Chris Atkinson clarified the decision regarding the Winter and Spring Break; professional development dates; and, how the North Vancouver School District will communicate the calendar out to the public.

Moved by M. Tasi Baker

that the Board of Education approve the Proposed 2019/20 School Calendar as attached to the Administrative Memorandum of March 12, 2019.

Seconded by G. Tsiakos

Carried

B.2. Kenneth Gordon Maplewood School Tenure Bylaw 2019

Introducing this agenda item, Secretary Treasurer Georgia Allison presented the proposed lease between the North Vancouver School District and Kenneth Gordon Maplewood School. The eight year lease starting August 1, 2019, allows for exclusive use of the building and lands from 7:00 a.m. to 5:00 p.m. on school days with shared use of the playgrounds, fields and parking areas during evenings and non-school days.

Moved by D. Bruce

that School District No. 44 (North Vancouver) Maplewood School Tenure Bylaw 2019 be read a first time;

Seconded by M. Tasi Baker

Carried

Moved by G. Tsiakos

that School District No. 44 (North Vancouver) Maplewood School Tenure Bylaw 2019 be read a second time;

Seconded by M. Tasi Baker

Carried

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

Moved by M. Tasi Baker

that School District No. 44 (North Vancouver) Maplewood School Tenure Bylaw 2019 be read a third time, passed and adopted.

Seconded by K. Mann

Carried

B.3. Trustee Stipend

Chair Sacré introduced this agenda item and shared that the Income Tax Act (ITA) exemption for Trustee stipend has been removed effective January 2019. All income received by a Trustee is to be taxable for the 2019 calendar year and all subsequent years.

The Board of Education's Policy 107 outlines that in keeping with the *School Act*, Trustees shall receive an annual stipend, the amount to be set by Board resolution. The annual stipend is to be

B.3. Trustee Stipend (continued)

adjusted annually, each July 1, in accordance with the increase in the Vancouver Consumer Price Index.

After a fulsome discussion, Trustees agreed that they require more information prior to making any decisions on stipends for the 2019 calendar year.

Moved by M. Higgins

that Staff be directed to research what approach other Metro School Districts have taken related to the ITA change and that Staff present this information at the May 2019 Public Board meeting.

Seconded by M. Tasi Baker

Carried

B.4. Capital Plan Bylaw No. 2019/20-CPSD44-01

Jim Mackenzie, Director of Facilities and Planning, was invited to the table to provide an overview of the 2019/20 Capital Plan. The Ministry provided written response for the School District's 2019/20 Capital Plan submission of June 2018 and approved the following capital projects:

- Seymour Heights Elementary School Enhancement Program
- Upper Lynn Elementary School Enhancement Program
- Larson Elementary Playground Equipment Program
- Bus Acquisition Program

Mr. Mackenzie highlighted the projects that are being advanced for the 2019/20 year, including: ventilation replacements for both Seymour Heights and Upper Lynn Elementary Schools, the purchase of a two wheelchair accessibility bus, and the funding for the universal accessibility playground equipment. The Facilities and Planning Department will work with each individual school to develop a plan that is best suited for the projects.

Moved by D. Bruce

that School District No. 44 (North Vancouver) Capital Bylaw No. 19/20-CP-SD44-01 be read a first time;

Seconded by M. Tasi Baker

Carried

Moved by M. Tasi Baker

that School District No. 44 (North Vancouver) Capital Bylaw No. 19/20-CP-SD44-01 be read a second time;

Seconded by K. Mann

Carried

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

Moved by M. Higgins

that School District No. 44 (North Vancouver) Capital Bylaw No. 19/20-CP-SD44-01 be read a third time, passed, and adopted.

Seconded by G. Tsiakos

Carried

C.1. Changes to Secondary School Honour Roll

The recognition of student achievement in secondary schools in the North Vancouver School District has undergone considerable change in order to align with the new provincial curriculum and assessment practices introduced by the Ministry of Education.

In concert with the changes in curriculum, the Ministry revised its Student Reporting Policy in 2016 and began, over the following years, revising the Ministerial Orders relevant to student assessment and reporting. School Districts are required to follow the Ministerial Orders.

C.1. Changes to Secondary School Honour Roll (continued)

Assistant Superintendent Chris Atkinson and District Principal Kathleen Barter reviewed the current assessment practices, the rationale behind these practices, and the efforts being made in NVSD schools to recognize and celebrate learning and growth.

Responding to Trustees' questions, Assistant Superintendent Atkinson and Ms. Barter clarified that changes to the honour roll will not affect post secondary submissions; percentages of students on honour rolls; and, how the School District will inform the community about these changes.

C.2. BC Tripartite Education Agreement

Assistant Superintendent Dr. Pius Ryan and District Principal Brad Baker provided the Board of Education with an update on the BC Tripartite Education Agreement: Supporting First Nation Student Success. The Agreement commits the Governments of Canada and of British Columbia, and the First Nations Education Steering Committee to share efforts to support the BC First Nations education system and improve the learning outcomes for First Nations students across the province.

The Tripartite Agreement provides cultural support and targeted funding for transportation of on-reserve First Nations students. The North Vancouver School District and both the Squamish and the Tsleil-Waututh Nation have been working together to discuss a transportation plan that will support First Nation students.

On behalf of the Board, Superintendent Mark Pearmain acknowledged Assistant Superintendent Ryan and Mr. Baker for the work they have been doing in maintaining an open dialogue and positive working relationship with Squamish and the Tsleil-Waututh Nation.

C.3. Land Management Update

Superintendent Mark Pearmain updated the Board on the Argyle and Handsworth Secondary School Replacement Projects as well as the Mountainside Secondary Seismic Upgrade. Notification was provided to the Board of Education regarding the Cloverley Elementary School Replacement Project.

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:

- Sutherland Secondary School – field trip to Seattle, WA USA (April 25-26, 2019)
- Carson Graham Secondary School – field trip to San Francisco, CA USA (April 27-May 1, 2019)
- Mountainside Secondary School – field trip to Guatemala (May 1-10, 2019)

C.5. Superintendent's Report

Superintendent Mark Pearmain shared updates from his visits to secondary and elementary schools. On February 28, 2019, Superintendent Pearmain attended a sleep out to support youth homelessness. In total, the North Vancouver School District has raised over \$19,000 for the Covenant House Vancouver. Superintendent Pearmain noted that the School District is looking for feedback from the community on allocating a portion of the annual budget which can be accessed through the School District website.

C.6. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)

Trustee Tasi Baker updated the Board of Education on the recent BCSTA Metro Council Meeting that occurred in February 2019. The focus of the meeting was on the funding formula, specifically how funding will be allocated to ensure that special needs are recognized in rural schools.

There was no update for BCPSEA.

C.7. Trustees' Reports

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

1. Meetings attended by Trustees included:
 - Communication Committee Meeting
 - NVPAC General Meeting
 - Provincial Board Chair Meeting
 - Provincial Joint Partner Liaison Meeting
 - Integrated Transportation Meeting
 - North Shore Community Food Charter Signatory Meeting

2. Events attended by Trustees included:
 - Presidents Council Dinner
 - 25 Year Employee Recognition
 - Youth & Vaping - Information, Considerations & Impacts
 - Boundary Elementary School - Drumming Celebration
 - Queensbury Elementary School Visit
 - Pink Shirt Day Events
 - Celebration of French "Creating an Affordable City" Round Table
 - French Immersion 40 Year Celebration

Notice of Motion

Trustee Gerlach advised that she had a notice of motion for addition to the April 23, 2019, Public Board Agenda. The notice of motion was received during the Trustees' Reports.

Motion

To enhance the ability of students to manage menstruation without undue delay, embarrassment, financial burden, or shame that the Board of Education direct the Superintendent to report back to the Board at the May public board meeting with information regarding the installation of coin-free tampon and pad dispensers in all girls and universal restrooms in elementary and secondary schools.

D. Future Meetings

Date and Time	Event	Location
Tuesday, April 2, 2019, at 7:00 p.m.	Finance and Facilities Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, April 23, 2019, at 7:00 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, May 7, 2019, at 7:00 p.m.	Education and Programs Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, May 21, 2019, at 7:00 p.m.	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.

Nicole Nielsen, resident of North Vancouver, shared her concern regarding the changes to the honour roll. Ms. Nielsen urged the Board of Education to recognize academic achievement.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 9:32 p.m. and thanked those who attended.

Certified Correct:

Georgia Allison
Secretary Treasurer

Christie Sacré
Chair, Board of Education

Date

Date

Schedule A.6
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Student Presentation – Dorothy Lynas Elementary School**

Narration:

Grade 7 students, Ava Knapp and Keira Norman, from Mrs Lonneberg’s class at Dorothy Lynas will be presenting their cross-curricular project “The Art of Storytelling”. This project is one in which all students in the class worked in small groups to acquire, develop and transfer their understanding of Ancient Civilizations (Social Studies), the elements of fiction (English Language Arts) and the animation pipeline (ADST), and demonstrate their learning with the use of Lego and stop motion animation (ADST). Ava and Keira will be sharing about the project itself, the process they undertook to complete it and their learning from it; they will also be sharing the video that they created as their final product.

Schedule B.1.
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **2019/20 Budget Consultation Update and Board Direction**

Narration:

At its December 11, 2018, Public Meeting, the Board of Education approved the budget process for the 2019/20 Preliminary Annual budget. The five partner groups; North Vancouver Parent Advisory Council (NVPAC), North Vancouver Teachers' Association (NVRTA), Canadian Union of Public Employees (CUPE Local 389), North Vancouver Administrators (NoVA), and District Student Leadership Council (DSLCC) were invited to attend information sessions and participate in discussions about the 2019/20 Budget Priorities at the scheduled Finance and Facilities Standing Committee Meetings. The Board requested that the 2019/20 budget priorities be framed in the context of the Strategic Goals and how the identified priorities relate to the Strategic Plan.

At the February 5, 2019, Finance and Facilities Standing Committee meeting, attendees were provided with the Budget development components for 2019/20, including historical and current revenues and expenses, budget timelines, operating grant and the three-year forecast. Participants and interested individuals were asked to provide their suggestions for the 2019/20 budget priorities by emailing the School District from February 6, 2019, through March 15, 2019. The *Thoughtexchange* online platform was also utilized to obtain feedback from February 19, 2019, through to March 15, 2019.

On March 15, 2019, the Ministry of Education announced the Preliminary Operating Grants for school districts. The Classroom Enhancement Fund (CEF) allocation was announced, using 90% of the Teacher staffing and the same overhead funding. Additional funding for CEF full-time equivalent Teacher will be announced in the Fall of 2019.

At the April 2, 2019, Finance and Facilities Standing Committee Meeting, an overview of the Preliminary Operating Grant and the updated three-year forecast was provided and partner groups presented their budget priorities. Attendees were asked to discuss and provide further input on the budget priorities for the 2019/20 Preliminary Operating Grant.

From that process, the Executive Committee has organized this input and offered recommendations within these five themes, for the Board's consideration, as identified in the attached Appendix A: *2019/20 Annual Budget Priorities – Executive Committee Recommendations*.

Attachments:

Appendix A: *2019-20 Annual Budget Priorities – Executive Committee Recommendations*
Appendix B: *Budget 2019/20 – Thoughtexchange results*

RECOMMENDED MOTION:

that the Board direct staff to proceed with the development of the 2019/20 Annual Budget incorporating the budget priorities recommended by the Executive Committee, as identified in Appendix A.

**2019-20 ANNUAL BUDGET PRIORITIES
EXECUTIVE COMMITTEE RECOMMENDATIONS**

The public consultation process for input into budget priorities presented opportunities for Partner Groups and the public to identify and discuss their top budget priorities. From that process, five broad themes and sub-categories were identified as being in line with the Board of Education's Strategic Plan and as a result are representative of the desired organizational focus. The Executive Committee has organized this input and offered recommendations within these five themes for the Board's consideration.

1. EQUITY

STRATEGIC GOALS:

- Expand the availability of best instructional practices and enriched curriculum*
- Encourage the growth of collaborative, adaptive and personalized learning environments*

A. CLASS SIZE AND COMPOSITION

Class size and composition is supported by the Classroom Enhancement Fund (CEF). For the 2019-20 fiscal, the CEF currently provides approximately 90 percent of prior year Teacher funding. The CEF funding will subsequently be adjusted in the Fall of 2019. Remedy requirements will be determined at the end of September and funding finalized in October 2019, as per past practice.

- The current CEF funding of \$8,035,784 equates to approximately 80 FTE teachers, based upon the average Teacher salary. This funding is to address 64 FTE enrolling Teachers, 7 FTE Teachers for the Special Needs School Committee, and 9 FTE non-enrolling Teachers. The latter will be fully funded at 15 FTE by the Ministry in the Fall.
- CEF provides funding for 90 FTE Education Aides and full funding has been allocated by the Ministry.
- The Learning Improvement Fund – Support Staff for the 2019-20 fiscal is \$506,353 and provides 30 additional minutes per week for all Education Assistants working with students with special needs, as well as approximately 5 FTE Education Assistants.

It is recommended that class size and composition be supported through both the CEF and LIF Support Staff funding and, where available Operating Fund budget exists, additional staffing be provided. The restored language identifies the specifications that need to be met in both class size and composition.

B. RESOURCING ABOVE RATIO

Ratio Staffing is funded by the Operating Grant, with the exception of 15 FTE funded by CEF for LST, SERT, and/or ELL staffing. In both the 2018-19 and 2017-18 Budgets, the Board enhanced non-enrolling ratio staffing from Operating funds. This was achieved through the reallocation of resources from other areas within the organization.

It is recommended that during the budget creation opportunities for enhanced, non-enrolling staffing be explored, including the use of non-bargaining staff.

C. ADMINISTRATORS

- Elementary Vice-Principal workload was identified as an area requiring capacity to allow for support to Teachers in the classroom and administrative time for Vice-Principals. Support to Teachers was identified as an ongoing need, given the increased number of Teachers in the schools, many who may be in an early stage of their career.
- Principals and Vice-Principals will need time and training opportunities to enable mentorship and support to teachers in the classroom.
- The CEF tracking requirements continue to present significant time challenges upon the Administrative Teams in the Schools and limits the time they have to dedicate to teacher mentoring and support in the classroom.
- Ongoing support for the district coordination and leadership of the Social Emotion Learning and Mental Health (SEL/MH) initiative was identified as key to successful implementation.

It is recommended that the point time for Elementary Vice-Principals be reviewed for workload issues and that additional Administrator time for coordination and leadership of Social, Emotion Learning and Mental Health be considered.

D. RESOURCES

- This category is broad and may address many facets of the classroom and school. Equity funding is currently held at the District level to support school initiatives when funds are limited at the school level.

2. CULTURE, CLIMATE, AND SCHOOL ORIENTATION

STRATEGIC GOALS:

Nurture an inspiring and health work environment

Expand the availability of best instructional practices and enriched curriculum

School Planning and Development utilizes a process of appreciative inquiry and provides a focus on education, culture, and climate within a school.

A. INVESTMENT IN PEOPLE

- Training and development opportunities continue to be an organizational focus in order to build capacity in all staff, at all levels of the organization. As initiatives or areas get identified, they will be addressed through in-service training or mentorship opportunities. Many of these initiatives are identified in other themes and categories within this document. Due to the challenges of the current TTOC shortage, the training delivery has been shifted to outside of school hours.

It is recommended that staffing consideration be given to enhancing the Joint NVSD/NVTA Teacher Mentorship Program.

B. STAFF RECRUITMENT

- The recruitment and retention of skilled and experienced staff, in all areas of the organization, remains a key focus. Numerous strategies to attract employees have been utilized, such as collaboration with post-secondary institutions, attending recruitment job fairs, hosting Student Teacher and Education Assistant sessions, and promotional materials.

It is recommended that resources be set aside for recruitment initiatives.

- The NVTA has requested an increase in the annual Professional Development funding that is provided to the Local per current Collective Agreement language.

It is recommended that this be addressed through the collective bargaining process.

C. SCHOOL CLEANLINESS

- School Cleanliness includes consideration of Custodial staffing and organization that would improve overall cleanliness, staff engagement, and workload efficiencies.

It is recommended that the School Cleanliness Committee continue to be drawn upon to assist with the delineation of a multi-year project plan and that the funding for planning and implementation of approved strategies be included in the 2019-20 Preliminary Budget.

D. TECHNOLOGY INFRASTRUCTURE

- The technology equipment and devices used by Students for educational purposes in the classroom requires a detailed analysis and understanding of the student centric technology needs in each school. The process is currently underway to determine what technology equipment will be included as standard equipment in each classroom.

It is recommended that the identified standard classroom equipment be incorporated into a School Technology Plan template. Individual schools will utilize the template when developing a School Technology Plan that informs their broader School Plan. Further, the School Technology Plan will assist Schools in defining the baseline level of technology to support Student learning.

- The School District has replaced many aging buildings and upgraded others, however, the technology infrastructure (behind the walls) within school buildings has a much shorter useful life than the building life cycle. Providing functional technology for the classroom and office environment is a challenge that needs to be addressed through a multi-year, ongoing plan.

It is recommended that ICT develop a multi-year plan that will identify the ongoing upgrades and related costs to bring aging infrastructure up to date.

E. ENGAGEMENT SURVEY

- The recent Employee Engagement Survey will provide information on opportunities for action. To ensure that the organization is able to develop a plan to move forward, funding will need to be considered.

It is recommended that funding continue to be put aside in the 2019-20 budget to continue with the implementation of strategies to address opportunities arising from the results of the 2019 Engagement survey.

F. EXEMPT WAGE INCREASES

- As the Provincial Government continues to implement the managed thaw of the wage freeze for Exempt Staff (all non-unionized staff), there has been an expectation that Boards of Education will fund the PSEC authorized increases. There is no indication that the Provincial Government will change that practice and there is a need to plan for modest increases in the 2019-20.

It is recommended that the 2019-20 budget include an estimate for salary, labour market adjustment, and benefit increases for Exempt Staff that would fall within the PSEC guidelines.

3. ENHANCING CURRICULUM AND INSTRUCTION

STRATEGIC GOALS:

Nurture an inspiring and health work environment

Expand the availability of best instructional practices and enriched curriculum

Encourage the growth of collaborative, adaptive and personalized learning environments

A. CURRICULUM TRAINING AND MENTORSHIP

- The 2019-20 Curriculum and Learning Support Fund (replacing the BC Education Plan) will be directed toward the implementation of the K-12 provincial curriculum, including indigenous content, as well as focusing on mental health, modernizing assessment and reporting practices, and other Ministry identified initiatives to support student outcomes.
- New Teacher and TTOC training on the new curriculum has been identified as an opportunity to foster the growth of Teachers who have not had the benefit of training on the new curriculum.

It is recommended that the Curriculum and Learning Support Fund address Ministry specified curriculum areas and that additional funds be directed toward targeted curriculum training initiatives.

B. CURRICULUM DESIGN AND RESOURCES

- Various initiatives to develop Grade 11 and 12 curriculum materials are undertaken by the Design Series, Summer Writing, and JEPIC, and funded through the base budget. Curriculum resources may be required in the 2019-20 fiscal and there may be a need for additional funding for these resources.
- Curriculum Innovation Grants to schools may be an opportunity for individual schools to implement the new curriculum.
- Networks of Professional Practice Grants to FOS's may be an opportunity for groups of schools to implement the new curriculum.

It is recommended that funding be set aside for curriculum resources.

4. COMPLEX LEARNERS

STRATEGIC GOALS:

Expand the availability of best instructional practices and enriched curriculum

Encourage the growth of collaborative, adaptive and personalized learning environments

Addressing the needs of complex learners can be achieved through a wide variety of initiatives such as training, mentorship, and direct supports to students.

A. TRAINING & MENTORSHIP

For the past number of years, the following training initiatives have been funded:

- Principal and Vice Principal Training in the Popard Training in Autism and related disorders;
- Education Assistant training and development to build the capacity of current Education Assistants.

It is recommended that these initiatives continue to be funded from the 2019-20 Operating Budget.

B. DIRECT SUPPORTS TO STUDENTS

- Learning Support Teacher Team Development and Teaching to Diversity are two initiatives that have been identified for the School level that would provide in-service and support to Teachers, and enhance learning supports for students with complex needs.

It is recommended that resources be identified and training continue to be a priority in supporting LST development.

5. **SOCIAL, EMOTIONAL LEARNING**

STRATEGIC GOALS:

- Develop and promote innovative and sustainable programs*
- Expand the availability of best instructional practices and enriched curriculum*
- Encourage the growth of collaborative, adaptive and personalized learning environments*

A. **TRAINING**

A number of initiatives related to mental health were previously identified and these initiatives continue to offer value and address need.

- Coordinated training for employees in the Social Emotional Learning and Mental Health continuum has been supported by the “Education and Mental Health Hub” Ministry funding. The training has supported the:
 1. Creation of a sense of belonging for all students;
 2. Teaching of SEL Skills;
 3. Positive Mental Health Literacy; and
 4. Integrated Mental Health.

It is recommended to maintain a financial commitment toward employee training in the Social Emotional Learning and Mental Health continuum.

- Implementation of the CASEL Model for Social Emotional Learning, and Stan Kutcher’s Positive Mental Health Initiative.

It is recommended that we continue to work with School District Counsellors and community agencies, as identified in previous budgets, to develop a shared framework and language of support for school aged children.

- Mental Health Training for Counsellors, Learning Support Teachers, and other staff to support Students with Special Needs and developmental disabilities. This training may also be considered for all types of students.

It is recommended that the training with Counsellors, Learning Support Teachers, and other staff, to build capacity, continue in 2019-20.

B. **INCREASED RESOURCES**

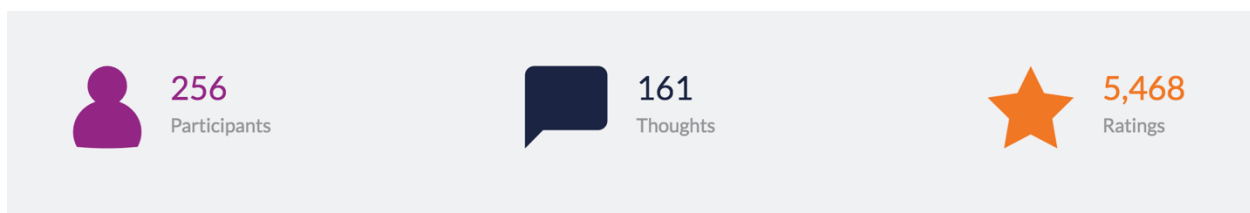
Service delivery and programs for social, emotional, and mental health are in high demand. A review of the methods of delivery, particularly around mental health supports, could improve the overall utilization of resources. As well, there is a need to attract and retain qualified staff to provide supports to students.

It is recommended that continued support be provided for service delivery in programs for social, emotional, and mental health. It is further recommended that this initiative be viewed within a three to five year horizon.

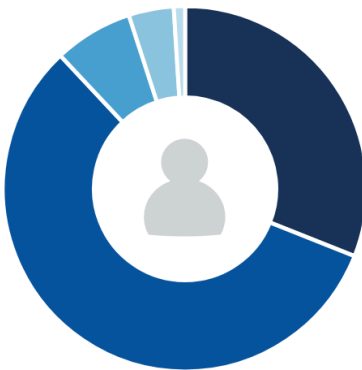
Budget 2019/20 – Thoughtexchange results

Between February 19 to March 15, 2019, the North Vancouver School District launched an exchange to discover different perspectives and inform our decisions on the creation of the 2019/20 budget. We asked students, staff, parents and community members to answer the following question: *What are the initiatives of importance to you, and how does each initiative relate to the school district's six strategic goals?*

The budget exchange involved 256 participants, who shared 161 thoughts. These thoughts received 5,468 ratings.

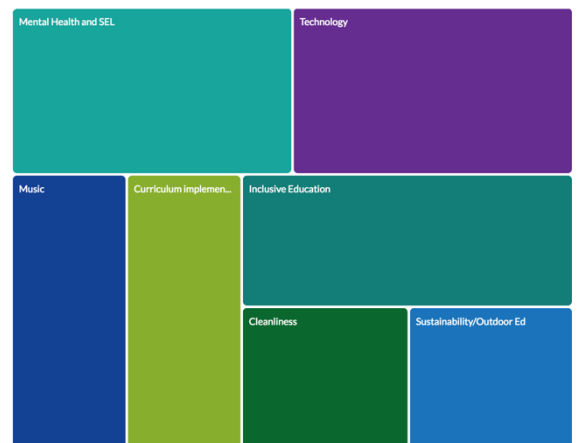


Of those who participated, 57 per cent were parents, 31 per cent were employees, seven per cent were students, four per cent were community members, and one per cent identified as 'other'.



%		Count	Role
31%	(70)		Staff member
57%	(132)		Parent
7%	(17)		Student
4%	(8)		Community member
1%	(3)		Other

Overall, the feedback fell into seven main themes: inclusive education, mental health and social emotional learning, technology, curriculum implementation, sustainability and outdoor education, music, and school cleanliness. There were also several thoughts related to before and after school care.



When considered based on the ratings of importance, the list from highest to lowest was:

- Mental health and social emotional learning
- Technology
- Inclusive education
- Curriculum implementation
- Music
- Sustainability and outdoor education
- School cleanliness

When considered by the amount of feedback related to a theme, the list from highest to lowest was:

- Inclusive education
- Mental health and social emotional learning
- Technology
- Curriculum implementation
- Sustainability and outdoor education
- Music
- School cleanliness

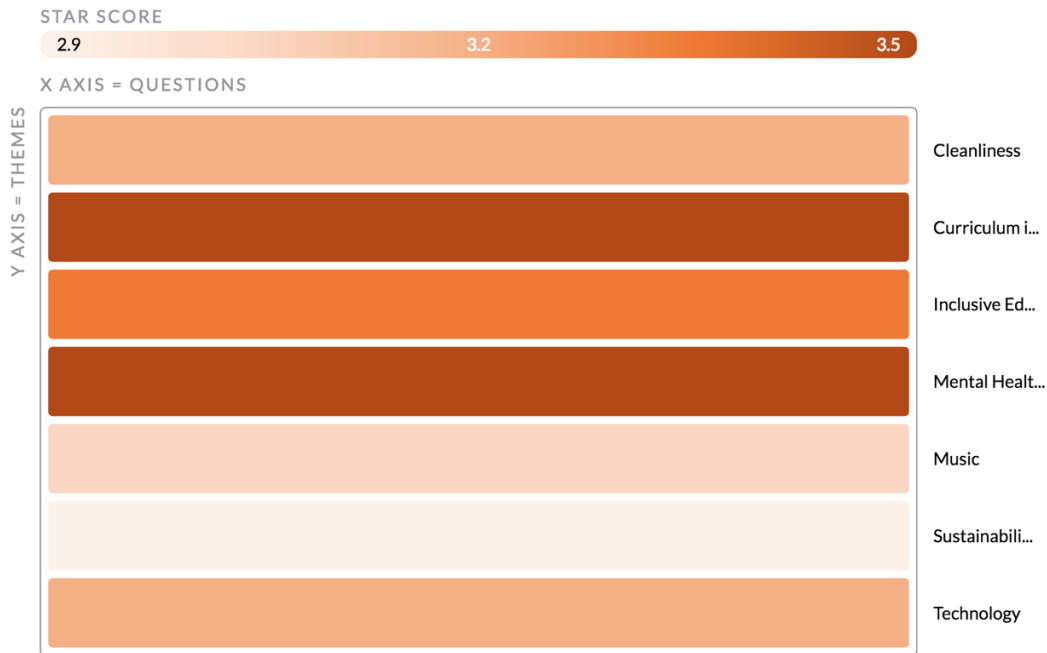
When broken into demographic groupings:

Parent priorities



Parents rated technology as the highest importance, with mental health and social emotional learning, and music as the next two priorities.

Staff priorities



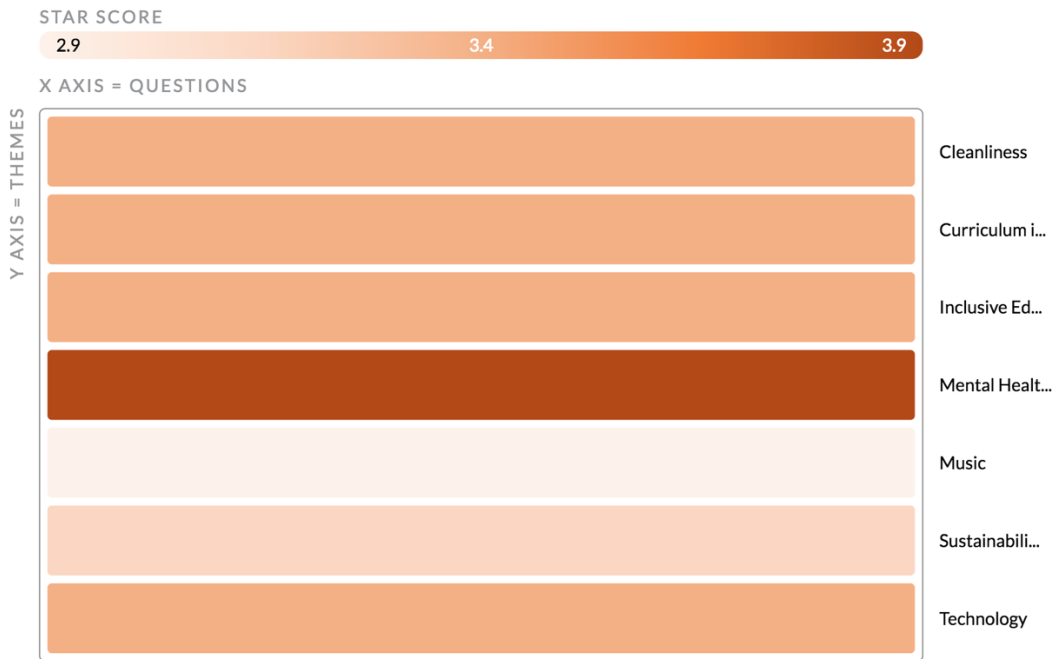
Staff rated mental health/social emotional learning and curriculum implementation as the highest priorities, followed by inclusive education.

Student priorities



Students rated inclusive education highest, followed by curriculum implementation and then technology.

Community priorities



Community members rated mental health/social emotional learning as the highest priority.

Schedule B.2
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Free Menstrual Products In Schools**

Narration:

Trustee Gerlach will speak to the following motion regarding the installation of coin-free menstrual product dispensers in all girls and universal restrooms in elementary and secondary schools.

RECOMMENDED MOTION:

to enhance the ability of students to manage menstruation without undue delay, embarrassment, financial burden, or shame that the Board of Education direct the Superintendent to report back to the Board at the May public board meeting with information regarding the installation of coin-free tampon and pad dispensers in all girls and universal restrooms in elementary and secondary schools.

Schedule B.3
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Change in Start Time for Public Board Meetings**

Narration:

Currently the Public Board Meetings start at 7:00 p.m.; starting the meetings an hour earlier ensures that staff, parents and Trustees who have worked all day, can shorten their work day by an hour.

RECOMMENDED MOTION:

that the meeting time for the regularly scheduled Public Board meetings commence at 6:00 p.m., effective September 2019.

Schedule ...C.1....
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Land Management**

Narration:

Updates on the Board's Land Management have been provided at each of the monthly Public Board Meetings.

Mark Pearmain, Superintendent of Schools, will present the attached *Land Management Update* (April 2019).

Attachment:

Land Management UPDATE – April 2019

Land Management Update

Argyle Secondary School: Replacement Update

Construction continues on the new replacement school with the steel structure (frame) being installed on the Northwest section of the building. Focused work continues on the new gymnasium while extra foundational supports are being placed on the Southeast section of the project.

Handsworth Secondary School: Replacement Update

The Handsworth Replacement project development permit application went before council at the April 15th Council meeting. At the meeting, Council denied the North Vancouver School District request for a development permit and instructed the School District to meet with the 28 community members who signed a petition regarding parking concerns. The School District will work with the District of North Vancouver staff to address these concerns.

Mountainside Secondary School: Seismic Upgrade

Mountainside Secondary received approval for a full seismic upgrade on November 16, 2018. Seismic mitigation work will commence in July 2019.

Lucas: Status

There has been no change in the status of the Lucas site.

Cloverley: Status

The Cloverley Elementary replacement project was not approved in the Ministry of Education response to North Vancouver School District five year capital plan. A new plan, as mandated by the Ministry of Education, will be submitted to the Ministry by June 2019. It is expected that the North Vancouver School District will continue to put forward the Cloverley Elementary replacement project in the next five year capital plan submission.

Queen Mary: Portable

Due to enrollment pressures in the Lower Lonsdale region, a second portable classroom will be added to the Queen Mary Elementary school site. School District staff are working closely with City of North Vancouver staff on the process to ensure that the portable will be in place for September 2019 start up. The second portable has been ordered and is scheduled to be delivered to the site late July/early August.

Schedule C.2
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Tuesday, April 2, 2019, Standing Committee Meeting**

Narration:

The Board will find attached a copy of the meeting summary from the April 2, 2019, Standing Committee Meeting.

Trustee Mary Tasi Baker will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, April 2, 2019

BOARD OF EDUCATION STANDING COMMITTEE

NORTH VANCOUVER SCHOOL DISTRICT

Meeting Summary of April 2, 2019

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, April 2, 2019.

Meeting Attendance:

Trustees Bruce, Gerlach, Higgins, Sacré, Tasi Baker and Tsiakos were all in attendance.

Call to Order:

Standing Committee Chair Mary Tasi Baker called the Standing Committee Meeting to order at 7:00 p.m., thanking those in attendance for coming to engage with the School District. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged, after which Trustee Tasi Baker introduced Facilitation Consultant Dorli Duffy.

Budget Development:

Facilitator Dorli Duffy explained how the evening would progress, starting with a presentation from School District staff then moving into presentations from Partner Groups. It was noted that three of the five School District Partner Groups had prepared a presentation to share with the group.

Secretary Treasurer Georgia Allison, provided an overview of the Operating Grant, the Forecast to June 30, 2019 and the updated Three-Year Forecast. Secretary Treasurer Allison provided information on the surplus remaining at year end.

Partner Group Presentations for 2019/20 Budget Priorities:

- [North Vancouver Administrators \(NoVA\)](#)
- [North Vancouver Parent Advisory Council \(NVPAC\)](#)
- [North Vancouver Teachers' Association \(NVTA\)](#)

Following the presentations, Ms. Duffy facilitated full table discussions of individual priorities, top ten priorities and top three priorities. The priorities were summarized and shared with the entire group.

Concluding the evening, Standing Committee Chair Tasi Baker thanked all of those who participated in coming together to discuss the Budget Development.

Community responses through the thoughtexchange platform can be found online: [Input: Budget 2019/2020](#)

The presentations can be found online: [Meetings & Minutes 2018/19](#)

Next Meeting:

May 7, 2019
Mountain View Room

Schedule ...C.3...
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **Board** **Board, in camera**

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

Narration:

In accordance with District Policy 207: Field Trips requirements for advance notification to the Board, Trustees were advised by email on April 3, 2019, of the following field trip to Burlington, WA, USA.

Sutherland – a field trip to Burlington, WA, USA occurred April 12-14, 2019. The trip involved 28 members of the Senior Ultimate Frisbee team, accompanied by two teacher supervisors and three additional adult supervisors.

Students travelled to Washington in private vehicles (with parents) and were accommodated in a hotel. The cost for the trip was \$230 per student and was paid by the students.

The purpose of this extracurricular trip was to participate in the annual Spring Reign Ultimate Frisbee Tournament against visiting teams from across North America. The tournament provides competition at the highest level of their sport and is billed as one of the largest mixed-gender youth Ultimate tournaments in the world.

Schedule C.4
of the
Administrative Memorandum

Meeting Date: April 23, 2019 **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: April 23, 2019 **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: April 23, 2019 **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: April 23, 2019 **Board** **Board, in camera**

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

Narration:

Date and Time	Event	Location
Tuesday, May 7, 2019, at 7:00 p.m.	Education and Programs Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, May 21, 2019, at 7:00 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, June 18, 2019, at 7:00 p.m.	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: April 23, 2019 **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.