

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, May 21, 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.	Public Comment Period *		7:30 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of April 23, 2019, be approved as circulated)	(no schedule)	7:35 pm
A.5.	Student Presentation – Sherwood Park Elementary School		7:50 pm
B.	Action Items		
B.1.	School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2019/20		8:05 pm
B.2.	Trustee Stipend		8:25 pm
C.	Information and Proposals		
C.1.	Elementary School Fees 2019/20		8:35 pm
C.2.	Land Management Update		8:45 pm

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



Meeting Place:

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

Format and Date:

PUBLIC BOARD MEETING
Tuesday, May 21, 2019, at
7:00 pm

		Estimated Completion Time
	(continued)	
C.3.	Tuesday, May 7, 2019, Standing Committee Meeting	8:55 pm
C.4.	Superintendent's Report	9:05 pm
C.5.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:15 pm
C.6.	Trustees' Reports	9:30 pm
D.	Future Meetings	9:35 pm
E.	Public Question & Comment Period	9:40 pm
F.	Adjournment	9:40 pm
	(no schedule)	

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: May 21, 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, April 23, 2019.

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

A. Call to Order

Chair Sacré called the meeting to order at 7:02 p.m. and welcomed those in attendance. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged. Chair Sacré acknowledged April 2nd as World Autism Day.

A.2. Approval of Agenda

Moved by G. Tsiakos

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

Seconded by M. Higgins

Carried

A.3. Moment of Silence - Day of Mourning for Persons Killed or Injured in the Workplace

Chair Sacré reminded those in attendance that April 28th is recognized as a Day of Mourning for Persons Killed or Injured in the Workplace. A moment of silence was observed.

A.4. Public Comment Period

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

There was no one wishing to speak.

A.5. Approval of Minutes

A correction to the minutes of March 12, 2019, was requested in Section C.1. to add: Trustees suggested that the School District create a working group to better inform parents and the community on the changes to the honour roll.

Moved by K. Mann

that the minutes of the public meeting of March 12, 2019, be approved as amended.

Seconded by M. Tasi Baker

Carried

A.6. Student Presentation – Dorothy Lynas Elementary School

Students Ava Knapp and Kiera Norman from Mrs. Lonneberg's Grade 7 class at Dorothy Lynas Elementary School shared with the Board of Education their project on "The Art of Storytelling". Ava and Keira explained about the project itself, the process they undertook to complete it and what they learned from it. The students presented a stop motion video that they created with the use of Lego as their final product.

A.6. Student Presentation – Dorothy Lynas Elementary School (continued)

On behalf of the Board, Chair Sacré and Superintendent Mark Pearmain thanked the students for their courage to present and for sharing their experience.

B.1. 2019/2020 Budget Consultation Update and Board Direction

In introducing the budget consultation update, Assistant Superintendent Chris Atkinson outlined the information and discussion sessions held at the February 5, 2019 and April 2, 2019 meetings of the Finance and Facilities Standing Committee provided for the School District partner groups; North Vancouver Parent Advisory Council (NVPAC), North Vancouver Teachers' Association (NVTAs), Canadian Union of Public Employees (CUPE Local 389), North Vancouver Administrators (NoVA), District Student Leadership Council (DSL), and the public.

At the April 2nd meeting and through the thoughtexchange platform, input was received regarding input on their budget priorities for the 2019/20 Preliminary Operating Grant. The input was collated and forwarded to the Executive Committee for recommendations. Executive Director of Human Resources Scott Stanley and Assistant Superintendents Chris Atkinson and Pius Ryan summarized the input as well as options the Executive Committee has proposed for the Board's consideration. Clarification was provided by the Executive Committee regarding recommended budget priorities and allocations.

Moved by M. Higgins

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.

Seconded by M. Tasi Baker

Carried

B.2. Notice of Motion – Free Menstrual Products in Schools

At the March 12, 2019, Board of Education Meeting Trustee Gerlach provided a Notice of Motion Trustee regarding the installation of coin-free menstrual product dispensers in all girls' and universal restrooms in elementary and secondary schools. On April 5, 2019, the Minister of Education announced that all B.C. public schools are now required to provide free menstrual products for students in school bathrooms by the end of 2019. Given this directive, the need for discussion on this topic was considered unnecessary and Trustee Gerlach withdrew her recommended motion.

B.3. Change in Start Time for Public Board Meetings

Trustee Gerlach spoke to a proposed change in the start time for the Public Board Meetings. The suggestion was to start an hour earlier to ensure that staff, parents and trustees who have worked all day, can shorten their work day by an hour.

Moved by C. Gerlach

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

Seconded by K. Mann

An amendment to the motion was tabled to read:

Moved by M. Tasi Baker

that the meeting time for the regularly scheduled Public Board meetings commence at 6:30 p.m., effective September 2019.

Seconded by G. Tsiakos

Carried

B.3. Change in Start Time for Public Board Meetings (continued)

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

Approved Motion with Amendment

that the meeting time for the regularly scheduled Public Board meetings commence at 6:30 p.m., effective September 2019.

Carried

C.1. Land Management Update

Superintendent Mark Pearmain updated the Board of Education on the Argyle and Handsworth Secondary School Replacement Projects, as well as the Mountainside Secondary Seismic Upgrade. It was also noted that Queen Mary Elementary School will be placing a second portable on site this summer due to the continued increase in enrollment.

C.2. Tuesday, April 2, 2019 Standing Committee Meeting

Trustee Tasi Baker reported on the meeting that focused on building the budget for 2019/20. The North Vancouver School District's partner groups were thanked for presenting their budget priorities.

C.3. Out of Country Field Trips – Secondary

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

- Sutherland Secondary School – field trip to Burlington, WA USA (April 12-14, 2019)

C.4. Superintendent's Report

Superintendent Mark Pearmain shared updates from his visits to secondary and elementary schools as well as a visit to the Cheakamus Centre. Superintendent Pearmain acknowledged that the Province will be launching a Provincial Measles Immunization Campaign for families to catch-up on incomplete or missing vaccine immunizations.

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

Trustee Tasi Baker noted that the BCSTA AGM was being held from April 25 – 27, 2019, and that there were two motions that the North Vancouver Board of Education put forward on special needs and mental health.

C.6. Trustees' Reports

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

1. Meetings attended by Trustees included:
 - Standing Committee Meeting
 - North Shore Restorative Justice Society AGM Meeting
 - Board Planning Committee Meeting
 - City of North Vancouver Awards & Selection Committee
 - School Food Programs Meeting with MP Wilkinson
 - Artist For Kids Committee Meeting
 - Communications Committee Meeting
 - Carson Family of Schools Planning Meeting
 - City of North Vancouver Advisory Planning Commission
 - Meeting with the District of North Vancouver Mayor
 - Budget Subcommittee Meeting

C.6. Trustees’ Reports (continued)

2. Events attended by Trustees included:

- Presidents Council
- Trustee Reception
- Cheakamus Trustee Spring Luncheon
- Seymour Heights Visit
- Braemar Elementary Science Fair
- City of North Vancouver Safe Mobility Strategy Partners Workshop
- Carson Graham Road Safety Day
- Seycove International Day of Pink Celebration
- Sherwood Park School Visit
- Sutherland Family of Schools Blanket Exercise
- Brooksbank School Visit
- Queensbury School Visit
- Norgate Planning/Talking Circle
- Transportation Event held by Jordan Sturdy
- SFU Indigenous Master’s Students Thesis Presentations
- Adler University Master’s in Art Therapy Year End Presentations
- Student Art Display at the Gordon Smith Gallery

D. Future Meetings

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

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, Co-Chair of North Vancouver Parent Advisory Council, spoke with respect to the change in the start time of the Public Board Meetings. Ms. Nichol also noted that the thoughtexchange was a creative way for parents to have input on the 2019/20 budget.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 8:57 p.m. 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: May 21, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Student Presentation – Sherwood Park Elementary School**

Narration:

Since September, the kindergarten students at Sherwood Park Elementary School have practiced being fully present with one another during a daily breathing exercise. Mindfulness helps establish a learning culture that promotes social and personal development. This daily breathing ritual helps our youngest students strengthen their inner peace and bring a sense of joy and calmness to our classroom community. While seemingly simple, this exercise has helped us create a positive learning environment by cultivating an ethic of altruism and care. We know that happy, healthy children learn best so why not carve out a few moments every day to nurture their well-being.

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

Meeting Date: May 21, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2019/20**

Narration:

Introduction and Summary

As required under the School Act, the Board must adopt its budget bylaw on or before June 30, 2019, for the 2019/20 fiscal year. The draft 2019/20 Annual Budget, which balances estimated expenditures to forecasted revenues, is presented to the Board for their consideration this evening in the form specified by the Minister of Education, and is in the amount of \$191,368,924.

Budget Preparation Processes and Public Meetings

At its December 11, 2018, Public Meeting, the Board of Education approved the budget process for the 2019/20 Preliminary budget. The five partner groups; North Vancouver Parent Advisory Council (NVPAC), North Vancouver Teachers' Association (NVTA), Canadian Union of Public Employees (CUPE Local 389), North Vancouver Administrators (NoVA), and District Student Leadership Council (DSLCL) were invited to attend Finance and Facilities Standing Committee meetings. At these meetings they would be provided budget information and opportunities for partner group presentations, group discussion, and input.

On February 5, 2019, there was a staff presentation on Budget development components for 2019/20, including historical and current revenues and expenses, budget timelines, operating grant and the three-year forecast.

On April 2, 2019, there were presentations made by three partner groups and table group discussion related to the presentations, emailed comments, updated forecasts and the Preliminary Grant Announcement by the Province. The table groups discussed their priorities and provided their group feedback on the budget priorities for the Executive to incorporate into their recommendations.

At the April 23, 2019 Public Board Meeting, the Executive's recommendations for the 2019/20 Budget priorities were presented to the Board for consideration. The recommendations were adopted by the Board as the budget directions.

The 2019/20 Annual Budget, in the form required by the Ministry of Education, incorporates the Board approved budget directions. The Board will consider adopting the 2019/20 Annual Budget Bylaw at this evening's meeting.

Schedule ...B.1...(continued)

Narration (continued):

Senior staff will be available to respond to Trustees' questions.

Attachments:

Annual Budget Bylaw for 2019/20
School District Annual Budget Fiscal Year 2019/20
2019/20 Executive Committee Recommendations

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2019/20 be read a first time;

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2019/20 be read a second time;

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2019/20 be read a third time, passed and adopted.

Procedural Note:

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

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2019/2020 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$191,368,924 for the 2019/2020 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2019/2020.

READ A FIRST TIME THE _____ DAY OF _____, 2019;

READ A SECOND TIME THE _____ DAY OF _____, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2019;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Annual Budget Bylaw 2019/2020, adopted by the Board the _____ DAY OF _____, 2019.

Secretary Treasurer

Annual Budget

School District No. 44 (North Vancouver)

June 30, 2020

School District No. 44 (North Vancouver)

June 30, 2020

Table of Contents

Bylaw	1
Annual Budget - Revenue and Expense - Statement 2	2
Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Annual Budget - Operating Revenue and Expense - Schedule 2	5
Schedule 2A - Annual Budget - Schedule of Operating Revenue by Source	6
Schedule 2B - Annual Budget - Schedule of Operating Expense by Object	7
Schedule 2C - Annual Budget - Operating Expense by Function, Program and Object	8
Annual Budget - Special Purpose Revenue and Expense - Schedule 3	10
Schedule 3A - Annual Budget - Changes in Special Purpose Funds	11
Annual Budget - Capital Revenue and Expense - Schedule 4	13

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

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2019/2020 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2019/2020.
3. The attached Statement 2 showing the estimated revenue and expense for the 2019/2020 fiscal year and the total budget bylaw amount of \$191,368,924 for the 2019/2020 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2019/2020.

READ A FIRST TIME THE _____ DAY OF _____, 2019;

READ A SECOND TIME THE _____ DAY OF _____, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2019;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Annual Budget Bylaw 2019/2020, adopted by the Board the _____ DAY OF _____, 2019.

Secretary Treasurer

School District No. 44 (North Vancouver)

Annual Budget - Revenue and Expense
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	15,169,000	15,277,875
Adult	22,000	12,500
Other	115,250	107,250
Total Ministry Operating Grant Funded FTE's	15,306,250	15,397,625
Revenues	\$	\$
Provincial Grants		
Ministry of Education	154,042,829	155,423,146
Other	110,000	62,000
Federal Grants	5,000	5,000
Tuition	9,537,500	10,545,625
Other Revenue	12,106,643	12,211,510
Rentals and Leases	2,161,983	2,094,323
Investment Income	701,500	701,300
Amortization of Deferred Capital Revenue	6,010,239	5,756,300
Total Revenue	184,675,694	186,799,204
Expenses		
Instruction	156,656,486	155,502,901
District Administration	5,793,722	5,584,730
Operations and Maintenance	26,538,532	25,933,224
Transportation and Housing	462,221	468,645
Total Expense	189,450,961	187,489,500
Net Revenue (Expense)	(4,775,267)	(690,296)
Budgeted Allocation (Retirement) of Surplus (Deficit)	2,296,289	4,461,827
Budgeted Surplus (Deficit), for the year	(2,478,978)	3,771,531
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(2,478,978)	3,771,531
Budgeted Surplus (Deficit), for the year	(2,478,978)	3,771,531

School District No. 44 (North Vancouver)

Annual Budget - Revenue and Expense
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	156,574,595	152,775,870
Operating - Tangible Capital Assets Purchased	720,000	1,168,000
Special Purpose Funds - Total Expense	23,094,186	25,192,283
Special Purpose Funds - Tangible Capital Assets Purchased	572,963	893,578
Capital Fund - Total Expense	9,782,180	9,521,347
Capital Fund - Tangible Capital Assets Purchased from Local Capital	625,000	
Total Budget Bylaw Amount	191,368,924	189,551,078

Approved by the Board

_____ Signature of the Chairperson of the Board of Education	_____ Date Signed
_____ Signature of the Superintendent	_____ Date Signed
_____ Signature of the Secretary Treasurer	_____ Date Signed

School District No. 44 (North Vancouver)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2020

	2020	2019 Amended
	Annual Budget	Annual Budget
	\$	\$
Surplus (Deficit) for the year	(4,775,267)	(690,296)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,292,963)	(2,061,578)
From Local Capital	(625,000)	
Total Acquisition of Tangible Capital Assets	(1,917,963)	(2,061,578)
Amortization of Tangible Capital Assets	9,782,180	9,521,347
Total Effect of change in Tangible Capital Assets	7,864,217	7,459,769
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	3,088,950	6,769,473

School District No. 44 (North Vancouver)

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	137,660,680	136,528,426
Other	10,000	62,000
Federal Grants	5,000	5,000
Tuition	9,537,500	10,545,625
Other Revenue	4,921,643	5,020,369
Rentals and Leases	2,161,983	2,094,323
Investment Income	701,500	701,300
Total Revenue	154,998,306	154,957,043
Expenses		
Instruction	133,780,610	130,528,928
District Administration	5,628,722	5,419,730
Operations and Maintenance	16,703,042	16,358,567
Transportation and Housing	462,221	468,645
Total Expense	156,574,595	152,775,870
Net Revenue (Expense)	(1,576,289)	2,181,173
Budgeted Prior Year Surplus Appropriation	2,296,289	4,461,827
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(720,000)	(1,168,000)
Local Capital		(5,475,000)
Total Net Transfers	(720,000)	(6,643,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	133,323,435	133,297,955
Other Ministry of Education Grants		
Pay Equity	2,966,047	2,966,047
Funding for Graduated Adults	12,000	12,000
Transportation Supplement	40,566	40,566
Carbon Tax Grant	90,000	90,000
Employer Health Tax	1,210,892	
Foundation Skills Assessment	17,740	17,740
Support Staff Benefits		104,118
Total Provincial Grants - Ministry of Education	137,660,680	136,528,426
Provincial Grants - Other	10,000	62,000
Federal Grants	5,000	5,000
Tuition		
Summer School Fees	100,000	133,125
International and Out of Province Students	9,437,500	10,412,500
Total Tuition	9,537,500	10,545,625
Other Revenues		
Miscellaneous		
Cheakamus Centre	2,547,168	2,538,616
Band & Strings	604,500	607,953
Academy Fees	899,075	984,000
Donations and Recoveries	77,500	94,500
Artists For Kids	351,400	353,300
Cafeteria and Vending	81,000	75,000
Other Miscellaneous	361,000	367,000
Total Other Revenue	4,921,643	5,020,369
Rentals and Leases	2,161,983	2,094,323
Investment Income	701,500	701,300
Total Operating Revenue	154,998,306	154,957,043

School District No. 44 (North Vancouver)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2020

	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$
Salaries		
Teachers	69,448,800	67,467,889
Principals and Vice Principals	10,302,507	9,911,417
Educational Assistants	13,187,011	12,902,462
Support Staff	11,927,134	11,918,265
Other Professionals	4,118,083	3,964,111
Substitutes	3,779,510	3,707,510
Total Salaries	112,763,045	109,871,654
Employee Benefits	27,173,676	26,398,306
Total Salaries and Benefits	139,936,721	136,269,960
Services and Supplies		
Services	8,727,634	8,524,283
Student Transportation	91,000	91,000
Professional Development and Travel	829,503	828,988
Rentals and Leases	35,000	31,000
Dues and Fees	61,500	58,100
Insurance	397,500	432,200
Supplies	3,808,537	3,665,118
Utilities	2,687,200	2,875,221
Total Services and Supplies	16,637,874	16,505,910
Total Operating Expense	156,574,595	152,775,870

School District No. 44 (North Vancouver)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2020

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	53,933,682	3,698,019	1,767,503	1,833,231		3,157,410
1.03 Career Programs	103,004	18,100		281,616		
1.07 Library Services	2,364,033		145,039	118,771		12,500
1.08 Counselling	2,347,850					9,000
1.10 Special Education	6,306,997	253,400	10,483,445	656,943		298,000
1.30 English Language Learning	1,303,791					11,000
1.31 Aboriginal Education	486,859	126,700	445,217			9,000
1.41 School Administration		6,079,588		765,223		36,500
1.60 Summer School	240,569		46,672	7,000		
1.62 International and Out of Province Students	2,348,515			92,481	175,269	
1.64 Other	13,500			6,500	178,477	49,800
Total Function 1	69,448,800	10,175,807	12,887,876	3,761,765	353,746	3,583,210
4 District Administration						
4.11 Educational Administration					717,424	
4.40 School District Governance					179,337	
4.41 Business Administration		126,700		989,108	1,499,029	11,000
Total Function 4	-	126,700	-	989,108	2,395,790	11,000
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration				188,387	915,113	
5.50 Maintenance Operations				6,608,499	453,434	185,300
5.52 Maintenance of Grounds				379,375		
5.56 Utilities						
Total Function 5	-	-	-	7,176,261	1,368,547	185,300
7 Transportation and Housing						
7.70 Student Transportation			299,135			
Total Function 7	-	-	299,135	-	-	-
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	69,448,800	10,302,507	13,187,011	11,927,134	4,118,083	3,779,510

School District No. 44 (North Vancouver)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2020

	Total Salaries
	\$
1 Instruction	
1.02 Regular Instruction	64,389,845
1.03 Career Programs	402,720
1.07 Library Services	2,640,343
1.08 Counselling	2,356,850
1.10 Special Education	17,998,785
1.30 English Language Learning	1,314,791
1.31 Aboriginal Education	1,067,776
1.41 School Administration	6,881,311
1.60 Summer School	294,241
1.62 International and Out of Province Students	2,616,265
1.64 Other	248,277
Total Function 1	<u>100,211,204</u>
4 District Administration	
4.11 Educational Administration	717,424
4.40 School District Governance	179,337
4.41 Business Administration	2,625,837
Total Function 4	<u>3,522,598</u>
5 Operations and Maintenance	
5.41 Operations and Maintenance Administration	1,103,500
5.50 Maintenance Operations	7,247,233
5.52 Maintenance of Grounds	379,375
5.56 Utilities	-
Total Function 5	<u>8,730,108</u>
7 Transportation and Housing	
7.70 Student Transportation	299,135
Total Function 7	<u>299,135</u>
9 Debt Services	
Total Function 9	<u>-</u>
Total Functions 1 - 9	<u><u>112,763,045</u></u>

School District No. 44 (North Vancouver)

Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2020

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2020 Annual Budget	2019 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	64,389,845	15,507,395	79,897,240	4,333,220	84,230,460	83,180,326
1.03 Career Programs	402,720	97,048	499,768	65,250	565,018	478,416
1.07 Library Services	2,640,343	636,271	3,276,614	15,500	3,292,114	3,360,500
1.08 Counselling	2,356,850	567,954	2,924,804	57,700	2,982,504	2,800,335
1.10 Special Education	17,998,785	4,337,353	22,336,138	408,400	22,744,538	21,319,783
1.30 English Language Learning	1,314,791	316,839	1,631,630	8,000	1,639,630	1,646,803
1.31 Aboriginal Education	1,067,776	257,313	1,325,089	60,700	1,385,789	1,365,617
1.41 School Administration	6,881,311	1,658,261	8,539,572	122,900	8,662,472	8,071,092
1.60 Summer School	294,241	70,906	365,147	15,200	380,347	362,866
1.62 International and Out of Province Students	2,616,265	630,468	3,246,733	1,444,000	4,690,733	4,788,842
1.64 Other	248,277	59,830	308,107	2,898,898	3,207,005	3,154,348
Total Function 1	100,211,204	24,139,638	124,350,842	9,429,768	133,780,610	130,528,928
4 District Administration						
4.11 Educational Administration	717,424	199,515	916,939	265,440	1,182,379	1,069,852
4.40 School District Governance	179,337	25,878	205,215	113,800	319,015	308,666
4.41 Business Administration	2,625,837	632,775	3,258,612	868,716	4,127,328	4,041,212
Total Function 4	3,522,598	858,168	4,380,766	1,247,956	5,628,722	5,419,730
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	1,103,500	265,922	1,369,422	595,500	1,964,922	1,625,762
5.50 Maintenance Operations	7,247,233	1,746,440	8,993,673	2,028,400	11,022,073	11,041,900
5.52 Maintenance of Grounds	379,375	91,422	470,797	382,000	852,797	815,684
5.56 Utilities	-	-	-	2,863,250	2,863,250	2,875,221
Total Function 5	8,730,108	2,103,784	10,833,892	5,869,150	16,703,042	16,358,567
7 Transportation and Housing						
7.70 Student Transportation	299,135	72,086	371,221	91,000	462,221	468,645
Total Function 7	299,135	72,086	371,221	91,000	462,221	468,645
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	112,763,045	27,173,676	139,936,721	16,637,874	156,574,595	152,775,870

School District No. 44 (North Vancouver)

Schedule 3

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2020

	2020	2019 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	16,382,149	18,894,720
Other	100,000	
Other Revenue	7,185,000	7,191,141
Total Revenue	23,667,149	26,085,861
Expenses		
Instruction	22,875,876	24,973,973
District Administration	165,000	165,000
Operations and Maintenance	53,310	53,310
Total Expense	23,094,186	25,192,283
Net Revenue (Expense)	572,963	893,578
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(572,963)	(893,578)
Total Net Transfers	(572,963)	(893,578)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$		\$	\$	\$	\$
Deferred Revenue, beginning of year	-		3,452,889						
Add: Restricted Grants									
Provincial Grants - Ministry of Education	626,273	500,302		224,000	61,250	268,464	1,109,882	5,317,326	8,035,784
Provincial Grants - Other									
Other			7,000,000						
	626,273	500,302	7,000,000	224,000	61,250	268,464	1,109,882	5,317,326	8,035,784
Less: Allocated to Revenue	626,273	500,302	7,000,000	224,000	61,250	268,464	1,109,882	5,317,326	8,035,784
Deferred Revenue, end of year	-	-	3,452,889	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	626,273	500,302		224,000	61,250	268,464	1,109,882	5,317,326	8,035,784
Provincial Grants - Other									
Other Revenue			7,000,000						
	626,273	500,302	7,000,000	224,000	61,250	268,464	1,109,882	5,317,326	8,035,784
Expenses									
Salaries									
Teachers						32,046	240,345		6,405,411
Principals and Vice Principals									
Educational Assistants		417,181					393,578	3,920,580	
Support Staff				164,202			39,873	96,658	16,023
Other Professionals								142,870	
Substitutes								60,197	
	-	417,181	-	164,202	-	32,046	673,796	4,220,305	6,421,434
Employee Benefits		83,121		35,106		8,056	153,095	888,916	1,614,350
Services and Supplies	53,310		7,000,000	24,692	61,250	228,362	282,991	208,105	
	53,310	500,302	7,000,000	224,000	61,250	268,464	1,109,882	5,317,326	8,035,784
Net Revenue (Expense) before Interfund Transfers	572,963	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(572,963)								
	(572,963)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2020

	Violence Prevention	Metro Regional Implementation	Carlile Youth Inpatient Unit PRP	Education and Mental Health Hub	TOTAL
	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year		300,000	115,320	100,000	3,968,209
Add: Restricted Grants					
Provincial Grants - Ministry of Education			238,868		16,382,149
Provincial Grants - Other				100,000	100,000
Other	20,000	165,000			7,185,000
	20,000	165,000	238,868	100,000	23,667,149
Less: Allocated to Revenue	20,000	165,000	238,868	100,000	23,667,149
Deferred Revenue, end of year	-	300,000	115,320	100,000	3,968,209
Revenues					
Provincial Grants - Ministry of Education			238,868		16,382,149
Provincial Grants - Other				100,000	100,000
Other Revenue	20,000	165,000			7,185,000
	20,000	165,000	238,868	100,000	23,667,149
Expenses					
Salaries					
Teachers			120,173		6,797,975
Principals and Vice Principals			14,507		14,507
Educational Assistants					4,731,339
Support Staff					316,756
Other Professionals					142,870
Substitutes			34,500	40,000	134,697
	-	-	169,180	40,000	12,138,144
Employee Benefits			38,688	7,200	2,828,532
Services and Supplies	20,000	165,000	31,000	52,800	8,127,510
	20,000	165,000	238,868	100,000	23,094,186
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	572,963
Interfund Transfers					
Tangible Capital Assets Purchased					(572,963)
	-	-	-	-	(572,963)
Net Revenue (Expense)	-	-	-	-	-

School District No. 44 (North Vancouver)

Annual Budget - Capital Revenue and Expense
 Year Ended June 30, 2020

	2020 Annual Budget			2019 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	6,010,239		6,010,239	5,756,300
Total Revenue	6,010,239	-	6,010,239	5,756,300
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,782,180		9,782,180	9,521,347
Total Expense	9,782,180	-	9,782,180	9,521,347
Net Revenue (Expense)	(3,771,941)	-	(3,771,941)	(3,765,047)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,292,963		1,292,963	2,061,578
Local Capital			-	5,475,000
Total Net Transfers	1,292,963	-	1,292,963	7,536,578
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	625,000	(625,000)	-	
Total Other Adjustments to Fund Balances	625,000	(625,000)	-	
Budgeted Surplus (Deficit), for the year	(1,853,978)	(625,000)	(2,478,978)	3,771,531

**2019-2020 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.

*Budget directions have been incorporated into the Draft 2019-2020 Preliminary Budget and are identified in each of the respective themes and sub-categories throughout this document. These items are presented, in italics, as **Budget Implementation** items.*

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 remedy funding finalized in October 2019, as per past practice.

- The current CEF funding of \$8,035,784 equates to approximately 80 FTE Teachers of the required 88.5 FTE Teachers. The CEF funding addresses 66.5 FTE enrolling Teachers, 7 FTE Teachers for the Special Needs School Committee, and 15 FTE non-enrolling Teachers. The Operating Fund is covering the shortfall in CEF funding of 8 FTE until adjusted by the Ministry in the Fall of 2019.
- 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 an additional 30 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.

Budget Implementation: *CEF funding has been utilized as described above. The shortfall of approximately 8 FTE Teachers has been funded through the Operating Fund until such time as CEF funding is adjusted.*

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.

Budget Implementation: Elementary Vice Principals with LST expertise will be utilized to provide direct support to students. The Preliminary Budget includes 2.0 FTE for this purpose.

Budget Implementation: Ratio Staffing has been set at, or above, the required ratio levels. The 7.438 FTE over the required ratio is funded from the Operating Budget. Teacher Ratio Staffing is identified in the table below.

**Preliminary Budget 2019-20
RATIO TEACHER CATEGORIES & FTE**

RATIO CATEGORIES	RATIO STAFFING			NON-RATIO
	Required	Base Budget	Variance	SNSC Staffing
Librarians	29.400	29.508	0.108	
Counsellors	27.750	30.806	3.056	4.500
LST and LAC	34.910	77.990		1.800
Special Education Resource (SERT)	43.754	2.300		
English Language Learners (ELL)	<u>17.357</u>	<u>20.005</u>		<u>0.200</u>
Total LST, LAC, SERT, ELL	96.021	100.295	4.274	2.000
Total Teacher Ratio FTE:	153.171	160.609	7.438	6.500

Projected Student FTE Enrollment for 2019-20: 14,964.00 FTE

- *Counsellor staffing is 3.056 FTE greater than the required ratio.*
- *The combined LST, SERT, and ELL is above the required ratio by 4.274 FTE.*
- *The CEF funded 7.0 FTE SNSC Teacher staffing, which does not count toward meeting ratio, and was allocated in the following manner:*
 - *Counsellors, LST, and ELL received 6.5 FTE of the SNSC staffing, as noted above.*
 - *The balance of the SNSC staffing was attributed to non-ratio staffing of Co-Teaching (0.3 FTE) and Speech & Language Pathologists (0.2 FTE).*

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 Emotional 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, Emotional Learning and Mental Health be considered.

Budget Implementation: Funding has been provided from the Operating Fund to support 0.57 FTE for a District coordinator of the SEL/MH initiative.

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 healthy 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.

Budget Implementation: *The 2019-20 Preliminary Budget provides funding from the CEF for a full-time, one year temporary exempt position that will focus on recruitment and coordination of mentorship program efforts for all our employee groups. This will be funded for a one year trial period. The 2019-20 Preliminary Budget continues to provide \$10,000 for release time to support the Teacher Mentorship Committee.*

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.

Budget Implementation: *The Preliminary Budget includes resources to support 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.

Budget Implementation: *The Preliminary Budget provides continued support for the School Cleanliness Committee’s work. An additional 1.0 FTE Custodian has been allocated for the 2019-2020 fiscal, as well as an investment in custodial cleaning equipment, such as floor auto-scrubbers.*

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.

Budget Implementation: *The identification of standard classroom equipment is underway and funding has been set aside to support a pilot phase in the 2019-20 fiscal year. A more fulsome understanding of the current and ongoing cost requirements will be available by the 2019-20 Amended Budget timeline. The 2019-20 Preliminary Budget provides \$500,000 to support this initiative.*

- 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.

Budget Implementation: *The Preliminary Budget provides funding for ongoing infrastructure upgrades to achieve the goal of standard and reliable infrastructure in all facilities.*

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.

Budget Implementation: *The Preliminary Budget provides \$20,000 in funding to support initiatives that will be identified from the 2019 Engagement survey results.*

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.

Budget Implementation: *The 2019-20 Preliminary Budget includes an increase for Exempt Staff that will address both salary and benefit increases and allow the continued progression through the respective wage grids. An increase of approximately 3% has been utilized for Exempt wage costs and is in keeping with the Provincial Government's Bargaining Framework.*

3. ENHANCING CURRICULUM AND INSTRUCTION

STRATEGIC GOALS:

Nurture an inspiring and healthy 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.

***Budget Implementation:** The 2019-20 Preliminary Budget continues to support training and development initiatives related to new curriculum, mental health, and assessment and reporting practices.*

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.

***Budget Implementation:** The 2019-20 Preliminary Budget provides ongoing support for the various committees and initiatives that address curriculum design and development of related 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.

Budget Implementation: *The 2019-20 Preliminary Budget includes funding to support training and development for staff, including \$40,000 for Popard training.*

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.

Budget Implementation: *The continuance of these two initiatives is supported through the 2019-20 Preliminary Budget.*

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.

Budget Implementation: *The Mental Health Hub provides funding for Social, Emotional Learning and Mental Health training for staff. The implementation of a District coordinator, funded through the Operating Fund, will ensure the continuance of this work.*

- 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.

Budget Implementation: *The continuance of this work will be supported by the Mental Health Hub funding during 2019-20.*

- 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.

Budget Implementation: *This is an ongoing initiative that is supported in the 2019-20 Preliminary Budget.*

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 Implementation: This initiative will be supported through the SEL/MH District coordinator, funded from the Operating Fund in the 2019-20 Preliminary Budget.

Schedule B.2
of the
Administrative Memorandum

Meeting Date: May 21, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Trustee Stipend**

Narration:

Prior to January 2019, the Income Tax Act (ITA) rules provided for the ability of Trustees to receive a portion of their stipend as non-taxable. The non-taxable portion of the stipend was not to exceed 50% of salary or other remuneration paid to the Trustee in a calendar year. This ITA exemption has been removed effective January 2019 and a non-taxable portion of stipend is no longer allowed. That is, 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 adjusted annually, each July 1, in accordance with the increase in the Vancouver Consumer Price Index. The policy further states that the Board will authorize the reimbursement of Trustee expenses in accordance with the *School Act Section 71*, and that are consistent with the Administrative Procedures to Policy 107.

At the March 12, 2019, Public Board meeting, the Board passed a motion directing Staff to research the approach that other Metro School Districts have taken related to the ITA changes and that the information be presented at the May 2019 Public Board meeting.

Analysis of the taxation impact for North Vancouver Trustees demonstrated that an increase of approximately 9% will be required to bring the net pay back to the 2018 level. Using this approach, and rounding to the nearest \$100, generates the following Stipend rates: Chair \$29,700; Vice-Chair \$28,200; Trustee \$27,400.

School Districts in the Metro Vancouver area, as well as across the Province, have taken a variety of approaches to address the tax change. These approaches have been grouped into four categories that the Board of Education may wish to consider.

- a. Match the change implemented by the local municipality, or surrounding municipalities, in keeping with the School District's current practice.
 - o This is not a practice that the North Vancouver Board of Education has followed in the past, therefore, this option has not been presented.
- b. Increase the stipend by a percentage or set dollar amount, to enable the same net pay.
 - o Should the Board wish to make an extraordinary adjustment to the Stipend, to address the impact of the ITA, the change could become effective as early as January 1, 2019.

Schedule..B.2..(continued)

Narration (continued):

- c. Defer any increase until the School District's annual stipend review timeline.
 - o Board Policy 107 sets the timing for the next annual review and stipend increase equal to the Vancouver Consumer Price Index (CPI), effective July 1, 2019. The Board may wish to combine the annual CPI increase with an adjustment to reflect the comparator School District Stipends levels, rather than address the ITA rule change.
- d. Make no changes.
 - o Several School Districts in the Province, including some in the Lower Mainland, chose not to make an ITA adjustment.

RECCOMENDED MOTIONS:

Option 1

that the annual Trustee Stipend be adjusted, effective January 1, 2019, to reflect the impact of the Income Tax Act changes and,
that the annual Trustee Stipend rates adjusted to: Chair \$29,700; Vice-Chair \$28,200; Trustee \$27,400.

Option 2

that the current Stipend remain in place and that the next review of the Stipend occur in the Fall of 2019 in keeping with Policy 107.

Schedule .C.1..
of the
Administrative Memorandum

Meeting Date: May 21, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Elementary School Fees 2019/20**

Narration:

In accordance with the *School Act* s. 82 (3), Boards of Education may charge supplementary fees to students and parents for goods and services provided by the board. The North Vancouver School District Board of Education has developed Policy 706: School Fees, incorporating the requirements and provisions of the legislation and detailing administrative procedures for establishing and communicating school fees. The policy is reviewed on an ongoing basis to ensure consistency with changes in legislation, to reduce ambiguity in interpretation, and to support appropriate implementation.

Policy 706 requires that each North Vancouver school and specialty academy annually establish a schedule of fees. For elementary school fees, these are developed and reviewed each spring, in order that they may be published to school communities in advance of the school year in which they will apply. Fees for secondary schools and specialty academies are addressed in the winter, in order that they are available for inclusion in course programming guides that are published each January.

The process for developing school fees requires school administrators to consult with appropriate staff, students, and parents (PAC), and to establish supplementary fees at the minimum level necessary to recover the cost of the activity/material. The proposed fee schedules are shared with parents at PAC meetings prior to their finalization.

The Superintendent of Schools annually reviews the individual schedules of school fees for consistency across the school district and provides the schedule of fees to Trustees for their information. Accordingly, the *Schedule of Supplementary Elementary School Fees 2019/20* for the North Vancouver School District is attached for the Board's information.

Attachment:
School District No. 44 (North Vancouver) Schedule of Supplementary Elementary School Fees 2019/20



SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER)

SCHEDULE OF SUPPLEMENTARY ELEMENTARY SCHOOL FEES 2019/20

Policy 706: School Fees requires the Superintendent of Schools to review annually the schedule of school fees for all schools and to provide this schedule to Trustees for their information. Listed below is an overview of the Supplementary Elementary School Fees established for the 2019/20 school year.

A. ELEMENTARY SCHOOLS SUPPLEMENTARY FEES

Supplementary Elementary School Fees have been developed at each individual school through a consultative process that involves the school principal, staff, and parents of the school community, and includes a presentation of proposed fees at a Parent Advisory Council (PAC) meeting. The following identifies the fee categories and, where supplementary fees are charged, the range of fee amounts that have been established at elementary schools across the school district for the 2019/20 school year.

Table with 2 columns: Fee Category and Range. Categories include Materials used in special projects, Student Planners, Enrichment Learning Activities, and Field Trips.

"School Supplies" Some elementary schools offer or facilitate the purchase of a "School Supplies" package. This is offered to families as an optional, convenience service, on a cost-recovery basis. Where this occurs, families may alternately choose to purchase school supplies on their own and a supplies list will be provided.

Each NVSD school will post their supplementary school fees for 2019/20 on their individual school website or will publish the fees in their school newsletter. Fees are charged only for materials or activities that are supplemental to what is required to sufficiently meet the Province's general requirements for graduation.

B. ELEMENTARY DISTRICT PROGRAM FEES

Band and Strings Program: Registration Fee*: \$480.00, Workbook Fee: \$ 20.00

Cheakamus Centre Programs: Longhouse - Skw'une-was Cultural History Program \$135.00, 3-Day Outdoor School Program \$200.00, 4-Day Outdoor School Program \$280.00

Supplementary fees for NVSD Elementary District Programs are posted on the respective Program pages on the North Vancouver School District's website www.sd44.ca

Schedule C.2
of the
Administrative Memorandum

Meeting Date: May 21, 2019 **Board** **Board, in camera**

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

Narration:

Capilano - Norgate Elementary Catchment Review:

The North Vancouver School District has solicited public feedback on the proposed catchment change. On May 2, 2019, five people attended the in-person public consultation meeting to provide feedback. Further, the North Vancouver School District held a second public consultation session for Squamish Nation residents on May 8, 2019. Six people attended this in-person meeting to provide feedback.

District staff is reviewing the feedback provided at both public meetings and via emails in their assessment of the proposed catchment change.

Eastview - Lynn Valley Elementary Catchment Review:

The North Vancouver School District has solicited public feedback on the proposed Lynn Valley catchment change on May 9, 2019, seven people attended the in-person public consultation meeting to provide feedback.

District staff is reviewing the feedback provided at the public meeting and via email in their assessment of the proposed change.

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 will be going before District of North Vancouver Mayor and Council for a second time on Monday, May 27, 2019. In response to a District of North Vancouver Council request, the School District hosted a second public consultation meeting on Tuesday, May 7, 2019, with the surrounding community (100m radius) to gather feedback and comments on traffic and parking concerns. Approximately 45 members of the community attended. Other attendees included the North Vancouver Board of Education, District of North Vancouver staff (Planning and Traffic), District of North Vancouver Councilor Jordan Back, and school district senior staff and planning staff.

In response to the DNV Council request for confirmation that a track facility will fit on the property, the North Vancouver School District and the DNV Parks Department contracted a landscape architect consultant to review the site plans for the proposed Handsworth Secondary School to determine if a track is feasible. The

Schedule C.2. (continued)

Narration (continued):

landscape architect consultant determined that there is available space for a six-lane track. This report will be part of the package presented to District of North Vancouver Council on May 27, 2019.

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

Cloverley Elementary replacement project was not approved in the Ministry of Education response to our five year capital plan. A new plan, as mandated by the Ministry of Education, will be submitted to the Ministry by June 2019.

Queen Mary: Portable

Due to enrolment 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.3
of the
Administrative Memorandum

Meeting Date: May 21, 2019 **Board** **Board, in camera**

Topic (as per the Memorandum): **Tuesday, May 7, 2019 Standing Committee Meeting**

Narration:

The Board will find attached a copy of the meeting summary from the May 7, 2019, Standing Committee Meeting.

Trustee George Tsiakos will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, May 7, 2019

BOARD OF EDUCATION STANDING COMMITTEE

NORTH VANCOUVER SCHOOL DISTRICT

Meeting Summary of May 7, 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, May 7, 2019.

Meeting Attendance:

Trustees Sacré, Tsiakos, Gerlach and Bruce were in attendance.

Call to Order:

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

Indigenous Education Update:

Brad Baker, District Principal, Aboriginal Education, Safe and Caring Schools, presented an evening of Aboriginal Education with a focus on the three pathways. Students; Educators; and Community - these three pathways of Aboriginal Education impact all students within the North Vancouver School District.

Aboriginal Education teachers Stephanie Maki and Gord Dick identified successes and areas of growth within Aboriginal Education. Carson Graham student Mary Cobierski shared her experience as an Aboriginal student attending high school. Discussion focused on the evolution of our Go Forward with Courage rubric and the introduction of new resources to our schools in support of the changes to the BC Curriculum, inclusion of The First Peoples Principles of Learning, and the continued journey to reconciliation.

Concluding the evening, Standing Committee Chair Tsiakos thanked all of those who participated.

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

Next Meeting:

September 2019
Mountain View Room

Schedule C.4
of the
Administrative Memorandum

Meeting Date: May 21, 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: May 21, 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: May 21, 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: May 21, 2019 **Board** **Board, in camera**

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

Narration:

Date and Time	Event	Location
Tuesday, June 18, 2019 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: May 21, 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.