

## ADMINISTRATIVE MEMORANDUM

### Meeting Place:

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

### Format and Date:

PUBLIC BOARD MEETING  
Tuesday, January 21, 2020 at  
6:30 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chair Sacré's opening remarks	(no schedule)	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	(no schedule)	6:30 pm
A.3.	Public Comment Period *		7:00 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of December 10, 2019 be approved as circulated)	(no schedule)	7:05 pm
A.5.	Student Presentation – Carisbrooke Elementary School		7:20 pm
B.	Action Items		
B.1.	Board Committees and Trustee Representational Assignments (2020)		7:35 pm
B.2.	New Policy 309: Provision of Menstrual Products to Students		7:50 pm
B.3.	IB Program Expansion		8:05 pm
B.4.	Committee of the Whole		8:20 pm
C.	Information and Proposals		
C.1.	North Vancouver Teachers' Association (NVTa) Pro D Report 2018/19		8:35 pm
C.2.	School Calendar 2020/21 – Update		8:55 pm
C.3.	Land Management Update		9:10 pm
C.4.	Out of Country Field Trips - Secondary		9:15 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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**PUBLIC BOARD MEETING**  
Tuesday, January 21, 2020 at  
6:30 pm

		Estimated Completion Time
	(continued)	
C.5.	Superintendent's Report	9:20 pm
C.6.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:25 pm
C.7.	Trustees' Reports	9:35 pm
D.	Future Meetings	9:35 pm
E.	Public Question & Comment Period	9:50 pm
F.	Adjournment	(no schedule) 9:50 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:** January 21, 2020       **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 6:20 – 6:30 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 Inaugural Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, December 10, 2019.

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

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### A. Call to Order

Chair Sacré called the meeting to order at 6:30 pm and welcomed those in attendance. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged.

### A.2. Approval of Agenda

Moved by G. Tsiakos

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

Seconded by M. Higgins

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.

There was no one wishing to speak.

### A.4. Approval of Minutes

Moved by D. Bruce

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

Seconded by K. Mann

Carried

### A.5. Student Presentation – Capilano Elementary School

Grade 5 students from Capilano Elementary School shared information they learned during the completion of their Unit of "Inquiry into Where We Are In Place and Time," with the central idea of how government policies and treatment of minorities have lasting impact that shape our communities.

Parto, Emily and Katherine reflected on discrimination in the past and present in Canada and shared with the Board that many people were affected by racism in Canada.

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

### B.1. Proposed Revised Policy 605: Admission of Students to School

Mark James, District Administrator, introduced this agenda item and highlighted the revised *Proposed Revised Policy 605: Admission of Students to School* to the Board of Education.

**B.1. Proposed Revised Policy 605: Admission of Students to School (continued)**

Moved by C. Gerlach

that the Board of Education approve Proposed Revised Policy 605: Admission of Students to School, as attached to this Administrative Memorandum of December 10, 2019.

Seconded by K. Mann

Carried

**B.2. New Policy 809: Encroachments on Board Premise**

Jim Mackenzie, Director of Facilities, Maintenance and Planning, was invited to the table to present the new *Proposed New Policy 809: Encroachments on Board Property* to the Board of Education.

Moved by D. Bruce

that the Board of Education approve Proposed New Policy 809: Encroachments on Board Premises, as attached to this Administrative Memorandum of December 10, 2019.

Seconded by G. Tsiakos

Carried

**B.3. Track Funding Partnership Opportunities**

Board Chair Christie Sacré introduced this agenda item and shared that based on the report from staff at the November 19, 2019 Public Board Meeting, rubberizing the Sutherland track is a reasonable solution for North Vancouver students, in order to address any track shortage issues with the loss of the Handsworth track. Chair Sacré highlighted that this motion was not intended to make any final decisions however to explore the options of replacing the Sutherland track and the possible funding opportunities.

Moved by C. Sacré

that the Board of Education direct the Superintendent to explore the possibility of rubberizing the track at Sutherland with community partners, look at possible funding options, and report back to the Board at the Public Board Meeting on March 10, 2020.

Seconded by K. Mann

Carried

**C.1. North Vancouver Parent Advisory Council Annual Report 2018/19**

To provide highlights of the North Vancouver Parent Advisory Council's activities in the 2018/19 year, Chair Sacré welcomed Debra Dennehy, NVPAC Co-Chair, to the table.

Ms. Dennehy thanked the Board for its continued support financially and for recognizing the NVPAC as a partner in children's education. In her report, Ms. Dennehy highlighted the 2018/19 year.

On behalf of the Board, Chair Sacré thanked Ms. Dennehy for her support of the Parent Advisory Councils in the North Vancouver School District.

**C.2. Secondary School and Academy Fees 2020/21**

Assistant Superintendent Chris Atkinson introduced this agenda item and advised that boards of education may charge fees to students and parents for goods and services provided by the Board in accordance with the School Act [s. 82]. Board [Policy 706: Board of Education – School Fees](#) requires that each North Vancouver school and specialty academy annually establish a schedule of fees. Fees for the 2020/21 school year are determined prior to the end of 2019 to allow fee schedules to be included in the secondary school course guidebooks that are published in January 2020.

Both the 2020/21 Secondary Schedule of School Fees and the Schedule of Specialty Academy Fees 2020/21 have been brought forward to the Board for information and Trustees are encouraged to contact principals regarding any questions they may have in relation to the fees.

**C.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. Superintendent Mark Pearmain reported that there was no change with the Cloverley and Lucas sites.

**C.4. Tuesday, November 5, 2019 Education and Programs Standing Committee Meeting**

Trustee Kulvir Mann reported on the meeting that focused on Cyber Security and acknowledged the community members in attendance for their support and feedback on the topic.

**C.5. Out of Country Field Trips – Secondary**

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

- Handsworth Secondary School – field trip to Japan (April 1-15, 2020)
- Carson Graham Secondary School – field trip to Dominican Republic (April 10-19, 2020)
- Windsor Secondary School – field trip to Japan (April 17-26, 2020)

**C.6. Superintendent's Report**

Superintendent Mark Pearmain shared updates from his visits to secondary and elementary schools. Special events included attending the Covenant House Sleep Out at Carson Graham and the Cheakamus 50<sup>th</sup> Anniversary.

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

Trustee Tasi Baker shared information from the BCSTA Provincial Council and that the four metro motions had been approved and will be put forward to the AGM in April. Trustee Gerlach had nothing to report on BCPSEA.

**C.8. Trustees' Reports**

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

1. Meetings attended by Trustees included:
  - BCSTA Academy
  - Ridgeway meeting with Principal
  - Metro Council
  - City of North Vancouver Dinner Meeting
  - BCSTA Metro Vancouver Meeting
  - Queen Mary PAC Meeting
  - Quantum Leap STEM Conference
  - NVPAC Meeting – NVSD Strategic Plan Session for Parents
  - DSLC Meeting – NVSD Strategic Plan Session for Students
  - Coffee meeting with Jordan Black at Higher Grounds
  - Meeting to Review Policy 406 with Committee
  - Argyle PAC Meeting
  - Chamber of Commerce Meeting
  - North Vancouver Recreation Commission Meeting
  - Policy 412 Meeting with Committee
  - Liberals Women's Commission Meeting
  - Inclusion Committee Meeting

**C.8. Trustees’ Reports (continued)**

- Braemar PAC Meeting
- Policy Review Meeting
- Board Planning Meeting
- ITC Meeting
- President’s Council Meeting
- Cheakamus Centre – Capturing Time

2. Events attended by Trustees included:

- Kids in the Hall Event
- Yolande Martinello Retirement Celebration
- ICBC Event for National Safe Driving Week at Carson & Sutherland
- Capilano University Students Fair at City of North Vancouver
- Carson Graham Student Sleep Out for Covenant House Vancouver
- Walk to Remember “National Day of Remembrance and Action on Violence Against Women and Missing & Murdered Indigenous Women & Girls at NV RCMP Detachment
- Christmas Event with MLA Thornthwaite
- Carisbrooke Entrepreneur and Craft Fair
- Attended Krow’s Transformation Movie

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, January 14, 2020 at 7:00 pm	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, January 21, 2020 at 6:30 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 4, 2020 at 7:00 pm	Finance and Facilities Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 25, 2020 at 6:30 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

**E. Public Question & Comment Period**

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

There was no one wishing to speak.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 7:38 pm and thanked those who attended.

Certified Correct:

\_\_\_\_\_  
Georgia Allison  
Secretary Treasurer

\_\_\_\_\_  
Christie Sacré  
Chair, Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Schedule A.5**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020       **Board**       **Board, in camera**

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

**Narration:**

For the past 3 years, through regular teachings and inquiry projects, students at Carisbrooke Elementary School have been extending their understanding of the curriculum and transferring their knowledge cross curricular. This year in Mr. Western’s class students recently completed three projects: a creative writing assignment anchored with the dialogue of another story; a science exhibit on Natural Selection; and, a Design Challenge. In each of these, students were given the opportunity to demonstrate their understanding of the Core Competencies by working collaboratively with others, thinking critically and creatively about the assignments and how they can most effectively communicate their ideas and their learning. Students continue to hone skills in other areas of their life beyond Carisbrooke. For example, Lauren is able to speak about how her experience at Carisbrooke has allowed her to successfully transfer the skills and knowledge to Carson Graham.



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

**Meeting Date:** January 21, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Board Committee and Trustee Representational Assignments (2020)**

**Narration:**

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

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

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

**Attachment:**

*Trustee Representational Assignments and Liaison Areas – January 2020*

**RECOMMENDED MOTION:**

that the Board approve the Chair's appointments of Trustees as attached to this Administrative Memorandum of January 21, 2020, and make the appointments effective January 21, 2020.

PROVINCIAL	2019/2020 Assignments
British Columbia Public School Employers' Association (1) (Elected)	Cyndi Gerlach / Devon Bruce (alt)
British Columbia School Trustees Association Provincial Council (1+alt) (Elected)	Mary Tasi Baker/Kulvir Mann (alt)
MUNICIPAL / LOCAL	
City of North Vancouver Advisory Planning Commission (1+alt)	Mary Tasi Baker
City of North Vancouver Integrated Transportation Committee (1+alt)	Christie Sacre
Children, Youth, Safe and Active Transportation (City)	Christie Sacre
Collaboration Committee (DNV) (Board Chair) (1)	Christie Sacre
North Shore Substance Abuse Committee (1)	Cyndi Gerlach
North Vancouver Recreation & Culture Commission (1)	Cyndi Gerlach
North Shore Table Matters Network (2)	Christie Sacre/Kulvir Mann
SCHOOL DISTRICT / INTERNAL	
Board Chair (Elected)	Christie Sacre
Board Vice Chair (Elected)	George Tsiakos
Chair, Standing Committee (monthly responsibility)	see separate list
Audit Committee (3)	Mary Tasi Baker/Devon Bruce/George Tsiakos
Artists for Kids Management Committee (1)	Kulvir Mann
Capital Planning Committee (1)	Mary Tasi Baker
Class Acts Planning Committee (2)	Christie Sacre/Kulvir Mann
District Aboriginal Advisory Committee (1+alt)	Cyndi Gerlach/Devon Bruce (alt)
French Immersion Advisory Committee	Cyndi Gerlach
Inclusion Committee (2)	Devon Bruce/Kulvir Mann
North Vancouver Parent Advisory Council Liaison Trustee (1)	Cyndi Gerlach
North Vancouver School District Communications Committee (1)	Kulvir Mann
North Vancouver School District Policy Review Committee (2)	George Tsiakos/Cyndi Gerlach
Presidents' Council (Board Chair) (1)	Christie Sacre
Safe and Caring Schools Committee (1)	Christie Sacre
School Calendar Committee	George Tsiakos/Cyndi Gerlach
Screening and Selection of Assistant Superintendent & Directors (Board Chair)	Christie Sacre
Screening and Selection of Principals (2)	Cyndi Gerlach/Christie Sacre (alt)
Screening and Selection of Vice Principals (2)	George Tsiakos/Christie Sacre (alt)
Student Leadership Council Liaison Trustee (2)	Devon Bruce/Kulvir Mann
Sustainability Leadership Team (1)	Mary Tasi Baker
TRUSTEE LIAISON ASSIGNMENTS	
Argyle (Boundary, Lynn Valley, Ross Road, Upper Lynn)	Cyndi Gerlach
Carson Graham (Larson, Queen Mary, Westview)	Kulvir Mann
Handsworth (Canyon Heights, Cleveland, Highlands, Montroyal)	George Tsiakos
Mountainside Secondary, NV Distributed Learning (Braemar, Capilano, Carisbrooke, Norgate)	Devon Bruce
Seycove (Cove Cliff, Dorothy Lynas, Sherwood Park)	Christie Sacre
Sutherland (Brooksbank, Eastview, Queensbury, Ridgeway)	Mary Tasi Baker
Windsor (Blueridge, Lynnmour, Seymour Heights)	Megan Higgins

**Schedule ...B.2...**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Proposed New Policy 309: Provision of Menstrual Products to Students**

**Narration:**

Under a Ministerial Order that was issued Friday, April 5, 2019, all B.C. public schools will be required to provide free menstrual products for students in school washrooms by the end of 2019.

The Ministerial Order states that:

“Each Board of Education must establish, maintain and make publicly available a policy and procedures for the provision of menstrual products to all students who may require them.”

Mark Pearmain, Superintendent of Schools, will introduce *Proposed New Policy 309: Provision of Menstrual Products to Students*, as attached to this Administrative Memorandum of January 21, 2020.

**Attachments:**

*Proposed New Policy 309: Provision of Menstrual Products to Students*

*Proposed New Policy 309: Provision of Menstrual Products to Students – Administrative Procedures (for information only)*

**RECOMMENDED MOTION:**

that the Board of Education approve *Proposed New Policy 309: Provision of Menstrual Products to Students*, as attached to this Administrative Memorandum of January 21, 2020.

Proposed  
New

### **309 Provision of Menstrual Products to Students**

Proposed New: January 21, 2020

#### **Policy**

The Board of Education is committed to providing menstrual products to all students who may require them.

The North Vancouver School District promotes gender equality and creates an inclusive learning experience. Lack of access to menstrual products can negatively impact students' school attendance and their social-emotional well-being. Providing all students with convenient access to free menstrual products helps to support their full participation in school activities, reduces stigma and promotes gender equality.

#### **Administrative Procedures**

Policy 309: Provision of Menstrual Products to Students – Administrative Procedures

## POLICY 309: PROVISION OF MENSTRUAL PRODUCTS TO STUDENTS

### ADMINISTRATIVE PROCEDURES

Proposed  
New

The Board of Education will ensure menstrual products are made available in school washrooms to students of all gender identities or expressions using delivery methods that:

- a. Are free of charge
- b. Protect privacy
- c. Are barrier free and easily accessible
- d. Are consistent in delivery and availability
- e. Are non-stigmatizing.

Student feedback will be considered with respect to the provision of menstrual products to ensure student needs are being met.

#### **Resources:**

[Ministry Policy – Provision of Menstrual Products](#)

[School Act](#) – Sections 85(2)(a), 88(1), and 168(2)(t)

**Schedule ...B.3...**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **IB Primary Years Programme Expansion - Norgate Community Elementary School**

**Narration:**

On October 15, 2019, the Board of Education received a report from staff regarding a proposal for expansion of the International Baccalaureate Organization's Primary Years Programme in the North Vancouver School District. Currently, the IBO PYP programme is offered at Capilano Elementary School and Queen Mary Elementary School. The Board of Education supported the introduction of third IB Primary Years Programme within the school district, and directed staff to explore introduction of the programme, as proposed in the report received at the October 15th Public Meeting, at Norgate Community Elementary School.

The Board further directed that staff undertake consultation with the Norgate teaching staff, the parent community, as well as the Squamish Nation. Norgate Community Elementary School has a large number of Indigenous Squamish Nation students and families, and the school catchment area includes the Squamish Nation Capilano Reserve lands.

District Principal Kathleen Barter, under the general supervision of Assistant Superintendent Chris Atkinson, has responsibility for district-level oversight and coordination of the North Vancouver School District's IB Programmes. With the support of both Mr. Atkinson and the Norgate school administration, and in coordination with NVSD Communications Manager Deneka Michaud, Ms. Barter organized a series of consultation and information meetings to communicate the consideration of Norgate Community Elementary School as the next location for IB expansion and to receive community feedback on the proposal.

The consultations involved four meetings with the Norgate school community. Ms. Barter and Mr. Atkinson met with the Norgate Community Elementary school staff on October 8, 2019. Three Information Sessions were hosted on October 17th, 21st, and on November 7th. All Norgate student families were provided with invitations in advance of the Information Session events and informational flyers were hand-delivered to neighbouring residents. To ensure that the voice of Squamish Nation students, families and community members was heard, one of three Information Meetings at the Squamish Nation Elders Centre.

Further promotion and advertising of both the public info events and the proposal to establish a PYP programme at Norgate Community Elementary School occurred through newspaper advertisement and via NVSD social media channels.

Over 50 people attended the public information events. Additionally, 24 individuals provided written correspondence regarding the proposed introduction of the IB PYP programme at Norgate Community Elementary School. The feedback received at the public information events was overwhelmingly positive. The written comments/feedback focused on how the IB PYP programme would enhance the Norgate community, draw students back to the school and provide an enhanced opportunity for intercultural awareness and for transdisciplinary, inquiry-based learning from a global perspective.

## Schedule B.3. (continued)

### Narration (continued):

Assistant Superintendent Atkinson and District Principal Barter will present the Board with an overview of the consultations undertaken and the feedback received. Mr. Atkinson and Ms. Barter will also provide the Board with an update on the implementation plan and budget for PYP programme expansion should the Board choose to approve Norgate Community Elementary School as the next PYP programme location and confirm direction to staff to begin the IBO PYP Programme application and authorization processes.

### Attachment:

*Implementation Budget – PYP Programme - REVISED*

### RECOMMENDED MOTION:

that the Board of Education approve the selection of Norgate Community Elementary School as the location of the school district's third International Baccalaureate Organization's Primary Years Programme;

and that the Board of Education direct staff to make application to the International Baccalaureate Organization for the candidacy of Norgate Community Elementary School as an authorized IBO Primary Years Programme school.



## Implementation Budget – PYP Programme - REVISED

	2019 - 2020	2020 - 2021	2021 - 2022
School Administrator IB Training <i>BCAIBWS "Leading the Learning" Workshop</i>	\$ 1,200.00	0	0
Full-grade K-7 Classrooms <i>(1 extra division/teacher)</i>	0	\$ 100,000.00	<del>\$ 100,000.00</del> General operating
Teacher Professional Development <i>Local training of staff (5) and Release Time</i>	0	\$ 22,000.00	\$ 20,000.00
Extra Teachers (2) <i>(Second Language/Art/ Librarian)</i>	0	0	<del>\$ 200,000.00</del> General operating
IB Co-ordinator <i>(0.5 fte in Year 1, 0.3 fte in Year 2)</i>	0	\$ 50,000.00	\$ 30,000.00
IBO Application for Candidacy Fee	\$ 5,500.00	0	0
IBO Candidacy and Consultation Services Fee <i>This service fee covers:</i> <ul style="list-style-type: none"> <li>• the cost of consultant</li> <li>• 20 remote hours of consultation support per year</li> <li>• a 2 day consultation visit to the school</li> <li>• a consultant visit report</li> </ul>	0	\$ 13,000.00	0
IBO Annual PYP Programme Fee	0	0	\$ 12,000.00
Managebac Subscription Fees <i>Online planning, teaching, assessment and reporting platform for IB K-12 schools</i>	0	\$ 5,000.00	\$ 5,000.00
Curriculum Support <i>IB-specific Line of Inquiry Resources</i>	0	\$ 7,000.00	\$ 7,000.00
<b>TOTALS</b>	<b>\$6,700.00</b>	<b>\$195,000.00</b>	<b>\$74,000.00</b>

Amounts above have been rounded  
US Exchange calculated at Dec 19, 2019



**Schedule B.4**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Committee of the Whole**

**Narration:**

At the September 24, 2019, Public Board Meeting Trustee Gerlach introduced the concept of a Committee of the Whole.

Moved by C. Gerlach, seconded by D. Bruce that the Board of Education direct the Superintendent to create a Committee of the Whole that would allow for partner group input into motions that are tabled for the Public Board Meeting. That the Committee of the Whole be open to representatives from partner groups. The proposed Committee of the Whole will be on the same day as the Public Board Meeting beginning October (2019); starting at 4:30 pm.

Following discussion by the Board, the above motion was referred to a committee that had been struck to address Standing Committee meetings.

Moved by C. Sacre, seconded by M. Higgins that the Committee of the Whole motion be referred to the Committee dealing with the Standing Committee meetings and that the Chair report back to the Board.  
Carried.

The work of the committee was to be approached in an informal manner as the Board did not task the committee to deliver a formal report or recommendation. Multiple meetings were held with the committee representatives: Robin Deleurme (NVTa), Debra Dennehy (NVPAC), Dean Yeo (NOVA), Chair Sacré (BOE), Mark Pearmain (Superintendent) in attendance. Chair Sacré will now share the feedback heard at the committee meetings regarding the Committee of Whole concept.

Procedurally, the work of the committee is considered complete and the Board will now return to the deliberations of the September 24, 2019, motion.

**MOTION:**

Moved by C. Gerlach, seconded by D. Bruce that the Board of Education direct the Superintendent to create a Committee of the Whole that would allow for partner group input into motions that are tabled for the Public Board Meeting. That the Committee of the Whole be open to representatives from partner groups. The proposed Committee of the Whole will be on the same day as the Public Board Meeting beginning October (2019); starting at 4:30 pm.

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

**Meeting Date:** January 21, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **North Vancouver Teachers' Association (NVTA) Pro D Report 2018/19**

**Narration:**

Robin Deleurme, President of the North Vancouver Teachers' Association (NVTA), Carolyn Pena, Vice-President of the North Vancouver Teachers' Association (NVTA) and Tammy Daley, the Association's Professional Development Chair, will present to the Board of Education the NVTA's Professional Development Report 2018/19.

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

**Attachment:**

*North Vancouver Teachers' Association Professional Development Report to the Board 2018/19*



North Vancouver  
Teachers' Association

# Professional Development

## Report to the Board

### 2018-2019

*Tammy Daley*  
Professional Development Chairperson  
*Robin Deleurme*  
President

# NVTA Professional Development 2018-2019 Report to the Board

## 1. Introduction

The North Vancouver Teachers' Association is pleased to present its annual Report to the Board on Professional Development for the 2018-2019 school year.

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

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

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

### **NVTA Professional Development Policy and Guidelines**

## 2. Professional Development Funding

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

In 2018-2019, the North Vancouver Teachers' Association contributed an additional \$52,232 for its Professional Development program.

<b>School Board:</b>	Professional Development Fund	\$	94,500
<b>NVTA PD Budget:</b>		\$	52,232
	✓ 0.4 FTE PD Chairperson		
	✓ PD Committee Release, Training and Expenses		
	✓ Targeted New Teacher Funding		
	✓ Additional funding for the Conference		
<b>Total PD Spending</b>		<b>\$</b>	<b>146,732</b>

The \$94,500 provided to the NVTA funds teachers' Professional Development. This year there was a further change in how teachers could access this funding. As with the previous year, teachers from all schools accessed funds directly from the NVTA. However, for the first time, *all* teachers were eligible to receive up to \$300 in reimbursement while funds remained; there is no difference in the amount that full time or part time teachers or Teachers Teaching On Call can access. All teachers have access to the same amount of money. Any spending over the initial reimbursement amount was eligible for top up in June from any remaining funds.

To provide opportunities for teachers to participate in larger, more expensive Professional Development activities, \$6,000 was allocated to fund several Special Grants. These Special Grants allow teachers to apply for funds for activities that are particularly costly, require TTOC coverage and often involve traveling to conferences. There were more requests than could be accommodated by this fund and not all requests could be supported.

Additionally, \$10,000 was used from this year's funding for the NVTA's district-wide conference that was held in February 2019. This was added to \$3451 contributed towards the conference by the NVTA and \$10,000 saved from the 2017-2018 PD Budget. By saving funding each year towards this biennial conference, the NVTA provides more stable funding from year to year for other PD activities. A further \$2,000 was allocated to Local Specialists Associations and other local PD events.

Many PD activities cost more than the amount reimbursed by the PD fund, even with top up at the end of the year. Teachers in North Vancouver spent \$18,395 more than they received reimbursement for during the 2018/2019 school year. In reality there was even more spending by NVTA members on PD as not all costs are submitted to the NVTA for a variety of reasons.

The BCTF holds an annual New Teachers' Conference that provides an excellent opportunity for new teachers, including Teachers Teaching on Call (TTOCs), to attend workshops geared to their specific needs. Whether it is workshops in a specific subject area or classroom management techniques for TTOCs, the information that new teachers need can be different from experienced teachers. The NVTA funded \$1,406 to support new teachers, separate from the funding they could access through PD funds, so that new teachers could attend this conference without limiting their funding to regular PD funds for all of the other activities that teachers attend. This funding included release time for contract teachers to leave their classroom to attend the conference. This release time costs significantly more than the conference fee. The BCTF held this conference outside of Metro Vancouver so there were considerably less requests to attend the conference compared to previous years.

The NVTA provided the funds to support the salary and benefits of the Professional Development Chairperson in a 0.4 FTE position, as well as funding for supplies, equipment, and committee and meeting expenses.

### **3. Professional Development Activities**

The five professional development days during the school year allow teachers time to work on a wide variety of areas related to their work with students. Teaching is an increasingly complex job in an

increasingly complex system. In order to meet the changing needs of students and society, teachers in North Vancouver partake in a wide variety of professional development activities throughout the school year, beyond the five days allocated.

In the following section, we will explore the topics of a variety of professional development activities actually attended by North Vancouver teachers during the 2018/2019 school year. Although this section is extremely varied and comprehensive, please note that it only represents a fraction of the activities undertaken by North Vancouver teachers. We have loosely grouped activities into four categories for organizational purposes in this section: Individual Activities, School-wide Activities, Provincial Conferences and District-wide Activities.

## **Individual Activities**

Individual Activities are activities that teachers have worked on or attended individually. There may have been more than one teacher from a school present at an activity or even a small group from one school. Additionally, many of these activities were attended by teachers from more than one school.

An important way for teachers to maintain the relevance of lessons is to explore the latest information from those working in the field. Popular annual workshops attended by teachers again last year were the Vancouver Writers Festival, providing workshops with working writers, and Engineering workshops at UBC. Teachers also attended workshops at Douglas College on Physical Education. These types of professional development opportunities allow teachers to bring current thinking and practice from today's workplace to the classroom.

Living and working close to the City of Vancouver also allows teachers to take advantage of the many world-class public institutions in Vancouver. Teachers used Professional Development days to visit the Museum of Anthropology and the Beatty Biodiversity Museum at UBC, the Vancouver Aquarium, and Grouse Mountain. This time allows teachers to increase their knowledge in a specific area but also to learn about and plan field trips to bring learning out of the classroom and into the community.

North Vancouver teachers continued to use Professional Development to deepen their personal understanding of the history and culture of Indigenous peoples across Canada and especially in our local community. Across the district, many teachers from many different schools attended workshops on a variety of topics, including drum making, weaving and the Squamish Cultural Centre. With the change in the new curriculum that embeds the First People's Ways of knowing and aboriginal knowledge into all subject areas, teachers continue to embrace many opportunities to deepen their own understanding and knowledge to bring back to all their work with students.

Teachers support students well beyond simply delivering the curriculum and enhancing their understanding of mental health issues continues to be a major focus of Professional Development activities. Trauma informed practice, self regulation, addressing anxiety, friendship skills and peer mediation and social skills are just a few of the topics that teachers choose on PD days.

It is also important to recognize that in many cases, when teachers in North Vancouver go to workshops on these many varied topics, other teacher and administrator colleagues are presenting the information in

their areas of expertise. These common Professional Development days allow an important opportunity for colleagues to share their expertise with each other.

As these examples show, teachers across North Vancouver are choosing Professional Learning opportunities to address a wide variety of student needs to help students develop the wide range of skills, attitudes and knowledge they will need to become productive members of society.

### **School-Wide Activities**

During some Professional Days, teachers at a school choose to host a single workshop that all or most teachers attend. It is possible that not all teachers will attend for a number of reasons that include: it might not be an area that pertains to their work; it may be an area they are already familiar with; or there may be another opportunity that is an area of personal growth for the teacher. However, for the purpose of organizing activities for this report, these are activities that a majority of teachers participated in during a Professional Development day at a school. School-wide workshops can provide teachers the opportunity to learn about programs or techniques that become more effective when students experience them throughout the school year or from one year to the next. The topics chosen by teachers for school-wide workshops mirror the areas of importance that we saw in the individual activities.

Common topics for school-wide activities included:

- Aboriginal culture and history
- Core Competencies
- Assessment
- Curriculum
- Social Emotional Learning
- Technology
- Nature based learning
- Teaching practices
- Building Positive Teacher/Parent Relationships
- Physical Literacy
- Executive Functioning and Zones of Regulation
- Literacy
- Inquiry based learning
- SOGI

### **Provincial Conferences**

The BCTF supports Provincial Specialist Associations (PSA) which provide a unique opportunity for teachers across the province to share ideas with colleagues in a specific area of interest. Each year in October, one Friday is designated by the BCTF as PSA day and many PSAs hold a conference on this day. Most Districts across the province have a Professional Day on this day, including North Vancouver School District. It is especially important to the NVTAs to maintain a Professional Day on this day as it provides its members with the opportunity to attend PSA conferences without the added cost of a TTOC, which was an average of \$332 for a day for a teacher at this time.

These PSA conferences provide a unique opportunity for teachers from North Vancouver to attend workshops lead by colleagues from around the province at the leading edge of development in their subject area. These conferences offer high quality workshops on topics specific to teachers in BC and allow our teachers to learn from and with teachers from across the province.

During the 2018/2019 school year, teachers attended a variety of PSA conferences including these:

- ABCDE - Association of BC Drama Educators
- APPIPC - Association provinciale des professeurs d'immersion et du programme francophone
- BCAMT - British Columbia Association of Mathematics Teachers
- BCMEA - BC Music Educators' Association
- BCPTA - British Columbia Primary Teachers' Association
- BCSCA - British Columbia School Counsellors Association
- BCSSTA - BC Social Studies Teachers' Association
- BCTEA - BC Technology Education Association
- BCTESOL - British Columbia Teachers of English to Speakers of Other Languages
- BCTLA - BC Teacher-Librarians' Association
- CUEBC - Computer-Using Educators of BC
- LATA - Learning Assistance Teachers' Association
- MYPITA - Provincial Intermediate and Middle Years Teachers' Association

As well as these additional conferences:

- BCATA - British Columbia Art Therapy Association
- CAEDHH-BC - Canadian Educators of the Deaf and Hard of Hearing - British Columbia

### **District-Wide Activities**

In February 2019, the NVTA hosted a district-wide *Illuminate* Conference at Carson Graham Secondary School. The highlight of the conference was the insightful and very relevant keynote address by Dr. Andrew Miki on teacher mental health. This was followed by over 40 workshop choices for attendees. These workshops ranged from sexual health education to restorative justice in the classroom. Some of the most popular workshops were:

- Breakout session with Dr. Miki
- Zentangle
- Assessment Issues in the Secondary Classroom
- Quick Practical Inquiry
- Hands on Science and the Curricular Competencies
- The Power of Extreme Writing
- Resiliency Tools for Teachers
- Embedding Indigenous Worldview and Resources in Socials/English
- Classroom Management
- Canadian Geographic Indigenous People's Floor Map
- Traditional Indigenous Plants



- Finding Focus in the Age of Distraction
- BC Blanket Exercise

By far, one of the most popular workshops was *Serious Play: Activities to Promote Social Emotional Learning*. Between two sessions, almost 150 people attended this workshop.

Teachers in North Vancouver participated in an extremely wide variety of Professional Development activities during the 2018/2019 school year that will continue to allow schools to meet the diverse learning and social needs of students and allow teachers to continue to grow individually and collectively in their work both in the classroom and beyond. Teachers choose Professional Learning opportunities based on a range of factors including:

- the needs of their students;
- recommendations and advice from colleagues;
- areas they want to grow or improve in;
- new areas of development in education; and
- in response to societal changes.

As you can see from the examples provided in this report, teachers in North Vancouver strive for life long learning through the opportunity provided by Professional Days and the funding provided by the District.

#### **4. Professional Development in the NVTA**

The Professional Development program of the NVTA is organized through key people in district-wide and school-based roles as follows.

**NVTA PD Chairperson** – This position is elected annually at the NVTA Annual General Meeting of the membership. This role is charged with overseeing all aspects of Professional Development, the Chairperson is responsible for a myriad of tasks to:

- support Professional Development activities at schools;
- oversee, manage and disperse PD funds for members in accordance with the NVTA PD Policy;
- and connect with PD information and support provided through the BCTF.

**NVTA PD Steering Committee** – These positions are elected annually by the PD Contacts from each school. This committee has three key roles:

- make recommendations concerning policy;
- help implement the NVTA PD policy;
- and approve Special Grant requests.

**PD School Contacts** - Each school's Staff Committee elects a Professional Development contact person each year. These volunteer teachers play an important role in:

- communicating PD opportunities to their colleagues;
- helping teachers access PD funding;
- and organizing Professional Development days at the school level.

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

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

## **5. Summary**

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

**Schedule C.2**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **School Calendar 2020/21 – Update**

**Narration:**

BC school districts are required by the *School Act* to individually design and establish school calendars for their respective districts. Specific criteria and requirements are defined within the School Calendar Regulation 314/12, including the minimum number of instructional hours to be provided to students, and the timelines and processes for the development and submission of school calendars.

Each school district is required to submit their school calendars to the Minister of Education no later than March 31<sup>st</sup> of the year prior to the calendar implementation. Calendars may be provided on an annual basis, or school districts submit calendars for up to 3 consecutive school calendar years.

The North Vancouver School District Board of Education has established a School Calendar Committee to develop its school calendar proposals. The Committee is chaired by Assistant Superintendent Chris Atkinson and includes representatives of the Board of Education, the North Vancouver Teachers' Association (NVTAs), Canadian Union of Public Employees Local 389 (CUPE), the North Vancouver Administrators' Association (NoVA), the North Vancouver District Parents' Advisory Council (DPAC), and the Student Leadership Council (DSL). District staff, including the District Principal for Human Resources, provide advice and support to the Committee as needed.

Each year, the School Calendar Committee establishes a Proposed School Calendar which is made available for public comment and feedback prior to the Board's final approval. The *School Act* requires that school calendars be available for public comment for at least one month before the date the school calendar is submitted to the Minister of Education.

Accordingly, the School Calendar Committee has developed a Proposed 2020/21 School Calendar with following key dates:

- the first day of school to fall on September 8, 2020, the first day following Labour Day
- a two-week Winter Break from December 21, 2020 to January 1, 2021, inclusive, that is aligned with break dates for other Metro Vancouver area school districts
- a two-week Spring Break from March 15, 2021 to March 26, 2021, inclusive, that is aligned with break dates for other Metro Vancouver area school districts
- four (4) Staff Collaboration Dates on which students will attend for a shortened day.
- the last day of attendance for students to be Tuesday, June 29, 2021

To provide for public and staff comment, the Proposed 2020/21 School Calendar will be published to the NVSD public website and on internal staff intranet. Parents and staff will be informed by email of the public comment opportunity which will begin Wednesday, January 22, 2020 and continue until Friday, February 21, 2020. Comments and feedback will be collected using the online engagement tool Thoughtexchange.

A summary of the comments and feedback received will be shared with the Board in March and the Board will consider final approval of a 2020/21 School Calendar at the March 12, 2020 Public Board Meeting.

Assistant Superintendent Chris Atkinson will provide the Board with an update on the Committee's discussions and a review of the timelines and steps required to complete and approve a school calendar for the 2020/21 school year.

Attachment:

*Proposed 2020/21 School Calendar for Public Comment*

# PROPOSED 2020/21 SCHOOL CALENDAR FOR PUBLIC COMMENT

179 Instructional Days for Students

AUGUST 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8*	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25 EXAMPLE	26
27	28	29	30			

OCTOBER 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23 EXAMPLE	24
25	26	27	28	29	30	31

NOVEMBER 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

FEBRUARY 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12 EXAMPLE	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021						
S	M	T	W	T	F	S
2	3 EXAMPLE	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE 2021						
S	M	T	W	T	F	S
		1	2	3	4 EXAMPLE	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29★	30			

8*	1ST DAY OF SCHOOL (PARTIAL DAY)
	STAT/WINTER/SPRING HOLIDAY
	NVSD CURRIC IMPL DAY (1)
EXAMPLE	SCHOOL-BASED PRO D DAY (2) <sup>1</sup> "Example" only - will be confirmed later
EXAMPLE	DISTRICT (NVTA) PRO D DAY (3) <sup>2</sup> "Example" only - will be confirmed later
	STAFF COLLABORATION (4) shortened day for students
	ADMINISTRATIVE DAY
29★	LAST DAY FOR STUDENTS IS JUNE 29

<sup>1</sup> Yellow highlighted dates are **EXAMPLE** dates only. Each school will select their own 2 school-based Pro D dates and will confirm and publish by May 31, 2020. **Please check with your school.**

<sup>2</sup> Orange highlighted dates are **EXAMPLE** dates only. Actual dates to be selected by the North Vancouver Teachers' Association (NVTA) and confirmed by May 2020. District calendars will be updated at that time.

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

**Meeting Date:** January 21, 2020  **Board**  **Board, in camera**

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

**Narration:**

**Argyle Secondary School: Replacement Update**

Construction continues on the new replacement school with a completion target date of September 2020. The steel superstructure is now complete with drywalling now occurring in the West Wing. Work on framing in the East Wing continues.

**Handsworth Secondary School: Replacement Update**

The Handsworth Replacement Project is currently posted on BC Bid with a closing date of January 23, 2020.

**Mountainside Secondary School: Seismic Upgrade**

Mountainside Secondary School Seismic Upgrade project, consisting of five construction phases, is currently working within a construction Phase 1 that is scheduled to be completed by the end of January / early February 2020.

**Lucas Centre: Status**

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

**Cloverley: Status**

There has been no change in the status of the Cloverley site nor the replacement proposal that has been submitted to the Ministry of Education.

**Schedule C.4**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020

**Board**

**Board, in camera**

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

**Narration:**

**Handsworth** – a field trip to Los Angeles, CA USA has been scheduled for April 23-26, 2020. The trip involves 30 Grade 8-12 music students, who will be accompanied by three teacher supervisors.

Students will travel by air to Los Angeles and by bus during their stay. Students will be accommodated in a hotel. The estimated cost per student is \$1,900 and will be paid by students.

The objective of this extracurricular trip is supplement the Strings/Music/Orchestra program, with students attending a workshop at the University of California as well as a performance of the LA Philharmonic. Students will also visit local cultural and tourist sites, including a tour of the Sony Pictures Studio.

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**Seycove** – field trip to Anaheim, CA USA has been scheduled for April 30-May 4, 2020. The trip involves approximately 50 Grade 9-10 students in the Intermediate Concert Band and Choir, accompanied by two teacher supervisors and three additional employee of the Board supervisors.

Students will travel by air to Los Angeles and will travel by bus while they are there. Accommodation will be in a hotel. The trip cost is approximately \$1,900 per student, which will be paid by the students.

The purpose of this extracurricular trip is to participate in a Disney Performance and also a Disney Soundtrack Workshop. Students will have the opportunity to publicly perform music in a professional setting inside Disneyland Park. The Disney Soundtrack Workshop will provide the experience of performance recording with a Director, and will allow students to experience what is involved in recording music for movies and soundtracks. Students will also take a coach tour of Hollywood and will visit the Santa Monica Pier.

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**Schedule C.5**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020       **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.6**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020       **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.7....**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 21, 2020       **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.

**Schedule .....D.....  
of the  
Administrative Memorandum**

**Meeting Date:** January 21, 2020                       **Board**                       **Board, in camera**

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

**Narration:**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, February 4, 2020 at 7:00 pm	Finance & Facilities Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 25, 2020 at 6:30 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, March 10, 2020 at 6:30 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, April 7, 2020 at 7:00 pm	Finance & Facilities Standing Committee 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.

**Schedule .....E.....  
of the  
Administrative Memorandum**

**Meeting Date:** January 21, 2020                       **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.