

Meeting Place:

Education Services Centre
 2121 Lonsdale Avenue
 Mountain View Room – 5th Floor
 North Vancouver, British Columbia

Format and Date:

PUBLIC BOARD MEETING
 Tuesday, June 20, 2023 at
 6:30 pm

		Estimated Completion Time
A.	Call to Order	
A.1.	Acknowledgments	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	6:30 pm
A.3.	Approval of Minutes (that the minutes of the Public Meeting of May 23, 2023 be approved as circulated)	6:35 pm
A.4.	Public Questions/Comments *	6:45 pm
A.5.	Educational Presentation: Outdoor Safety and Emergency Preparedness Open House	6:55 pm
B.	Action Items	
B.1.	Capital Plan Bylaw No. 2023/24-CPSD44-01	7:10 pm
B.2.	Five-Year Capital Plan 2024/25	7:25 pm
B.3.	Proposed Revised Policy 204: Alternate Education	7:35 pm
C.	Information and Proposals	
C.1	Committee Reports	7:50 pm
C.2.	Capital Contribution – Cloverley Elementary	8:00 pm
C.3.	Public Board Meeting Structure Update - Policy 104: Board of Education – Meetings Administrative Procedures	8:10 pm
C.4.	Land Management – Written Update	8:15 pm

Meeting Place:

Education Services Centre
2121 Lonsdale Avenue
Mountain View Room – 5th Floor
North Vancouver, British Columbia

Format and Date:

PUBLIC BOARD MEETING
Tuesday, June 20, 2023 at
6:30 pm

		Estimated Completion Time
C.5.	Superintendent's Report	8:30 pm
C.6.	Report Out – British Columbia School Trustees Association and BC Public School Employers' Association	8:35 pm
C.7.	Trustees' Reports/Highlights	8:45 pm
D.	Future Meetings	8:50 pm
E.	Public Question & Comment Period	9:00 pm
F.	Adjournment	9:00 pm

Note: The completion times on this agenda are estimates intended to assist the Board in its deliberations.

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, May 23, 2023.

PRESENT: K. Mann, Chair
L. Munro, Vice Chair
D. Anderson
C. Gerlach
G. Tsiakos
L. Tumaneng
A. Wilson

A. Call to Order

Board Chair Kulvir Mann called the meeting to order at 6:30 p.m.

A.1. Acknowledgments

Board Chair Mann acknowledged the traditional territorial lands of the Sk̓wx̓wú7mesh (Squamish) Nation and səliłwətaʔt (Tsleil-Waututh) Nation.

A.2. Approval of Agenda

Moved by D. Anderson

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

Seconded by A. Wilson

Carried

A.3. Approval of Minutes

Moved by L. Tumaneng

that the minutes of the public meeting of April 18, 2023, be approved as circulated.

Seconded by G. Tsiakos

Carried

A.4. Public Questions/Comments

Two emails received in advance of the meeting were shared with Trustees. In accordance with Policy 104: Board of Education – Meetings, the comments will be addressed separately.

B.1. School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2023/24

In accordance with the School Act, boards of education must adopt its budget bylaw on or before June 30, 2023, for the 2023/24 fiscal year. Superintendent Dr. Pius Ryan introduced this agenda item and welcomed Assistant Superintendents Chris Atkinson and Arlene Martin, Executive Director of Human Resources Scott Stanley, and Director of Financial Services Helena Drury.

The presenters provided an overview of the budget development process and the preliminary planning assumptions, highlighting student enrolment projections, revenues, staffing, salaries and benefits. The presentation included specific impacts to the Board's Strategic Plan Goals for 2021-2031.

Input received from consultation with the school district partner groups incorporated into the 2023/24 financial plan. Concluding the presentation, potential risk assumptions for the next year were summarized and the approval process was highlighted.

Trustee Daniel Anderson, Chair of the Audit Committee provided comments concerning the deliberations at the recent Audit Committee meeting.

The Executive team provided clarification and responded to Trustees' questions.

First Motion

Moved by L. Munro

That the board of education restrict use of \$2,098,707 from the accumulated operating surplus for the 2023/24 preliminary budget

Seconded by G. Tsiakos

Carried

Second Motion

Moved by C. Gerlach

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2023/24 be read a first time;

Seconded by L. Munro

Carried

Moved by A. Wilson

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2023/24 be read a second time;

Seconded by D. Anderson

Carried

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

Moved by L. Tumaneng

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2023/24 be read a third time, passed and adopted.

Seconded by G. Tsiakos

Carried

A short break was observed.

B.2. Trustee Stipend

Secretary Treasurer Jacqui Stewart highlighted requirements from the School Act and Policy 107: Board of Education: Trustee Stipend, Resources and Expense related to Trustee Stipends. The Board of Education was asked to consider three options for Trustee Stipends effective July 1, 2023. The options took into consideration the last approved change in September 2021 and the changes in the Vancouver CPI rate in 2021 and 2022.

Secretary Treasurer Jacqui Stewart provided clarification and responded to Trustees' questions.

Moved by Chair Mann

that the Board adopt Trustee Stipends for the Chair at \$32,125, the Vice Chair at \$30,503 and Trustee at \$29,637, effective July 1, 2023.

Seconded by G. Tsiakos

Carried

C.1. Elementary School Fees for 2023/24

Assistant Superintendent Atkinson introduced this item and noted that, in accordance with Policy 706: School Fees, the elementary fees included in the Board Agenda Package for Trustees' information have been reviewed by school administrators consulting with appropriate staff, students and Parent Advisory Council.

Assistant Superintendent Atkinson provided clarification and responded to Trustees' questions.

C.2. Land Management – Written Update

A written update on current land management projects was included in the Board Agenda Package, no questions were asked.

C.3. Standing Committee Meeting, Tuesday, May 2, 2023

Trustee Tumaneng reported on the meeting that highlighted Equity in Action.

C.4. Committee Reports – Written Update

Written updates on the Audit Committee, the Joint Job Evaluation Committee, and the Safe and Healthy Schools Committee were included in the Board Agenda Package, no questions were asked.

C.5. Superintendent’s Report

Dr. Ryan, Superintendent provided an update on events, initiatives, and programming across the school district. The update focused on the theme of Connection, Community and Curiosity.

Dr. Ryan responded to Trustees’ questions.

C.6. Report Out – British Columbia School Trustees Association and BC Public School Employers’ Association

Trustee Tsiakos provided an update on information related to the British Columbia School Trustees Association (BCSTA) Annual General Meeting.

Trustee Gerlach did not have any updates regarding the BC Public School Employers’ Association (BCPSEA).

C.7. Trustees’ Reports/Highlights

Trustees shared their recent highlights, for activities from April 18 to May 23, with an emphasis on their roles as school liaisons.

- Meetings attended by Trustees included:
 - Public Board Meeting
 - Trustee Orientation/Development Meetings
 - Standing Committee Meeting
 - Arts Education Committee Meeting
 - Audit Committee Meeting
 - BCTF Public Education Conference
 - BCSTA Annual General Meeting
 - BCSTA Metro Branch – General Meeting
 - BCSTA Virtual Trustee Orientation – Relations with First Nations
 - Climate Change and Curriculum Session for School Board Trustees
 - Mayor and Council, City of North Vancouver – Jane’s walk and dinner
 - French Immersion Advisory Committee meeting
 - Handsworth Secondary School Parent Advisory Council AGM Meeting
 - Inclusion Committee Meeting
 - Indigenous Education Council Meeting
 - Lynn Valley School Architectural Updates
 - North Vancouver Parent Advisory Council Meeting and Qmunity presentation
 - North Vancouver Recreation and Culture Commission
 - North Shore Safety Council

- Events attended by Trustees included:
 - Cheakamus Centre Open House Event
 - City of North Vancouver 2023 Youth Awards
 - Deep Cove Spring Market – Hosted by Seycove Secondary Family of Schools
 - District of North Vancouver 2023 Civic Youth Awards
 - Outdoor Safety & Emergency Preparedness Open House
 - School visits to Braemar Elementary, Capilano Elementary, Carisbrooke Elementary, Cleveland Elementary, Cove Cliff Elementary, Highlands Elementary, Norgate Elementary, Sherwood Park Elementary, Argyle Secondary, Mountainside Secondary, Sutherland Secondary, Windsor Secondary
 - Safety Blitz’s at Carisbrooke Elementary School and Queensbury Elementary School

D. Future Meetings

Date and Time	Event	Location
Tuesday, June 20, 2023 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave North Vancouver

E. Public Question and Comment Period

Rodrigo Mol, a member of the public and Jennifer Branston, Chair of the North Vancouver Parent Advisory Council addressed the Board.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 9:03 p.m. and thanked those who attended.

Certified Correct:

Jacqui Stewart
Secretary Treasurer

Kulvir Mann
Chair, Board of Education

Date

Date

Schedule A.4
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Public Questions/Comments**

Narration:

Prior to the Public Board Meeting, members of the public can provide comments on items related to the agenda by emailing publiccomments@sd44.ca or calling 604-998-5100 and leaving a voice mail by no later than 1 p.m. on the day of the meeting. All input received by the specified time will be shared with Trustees electronically. The Board Chair will read out comments during the Public Questions/Comments at the beginning of the meeting; however, this agenda item has a time limit of 10 minutes.

The Board of Education will not respond to comments made during the Public Questions/Comments but may direct questions to staff. Members of the public wishing to discuss their concerns with Trustees or staff may contact them before and/or after the meeting, by telephone or e-mail.

Schedule A.5
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Educational Presentation: Outdoor Safety and Emergency Preparedness Open House**

Narration:

Coinciding with the last day of Emergency Preparedness Week, on Saturday, May 13, the North Vancouver School District hosted the second Outdoor Safety and Emergency Preparedness Open House at Argyle Secondary School.

The family-friendly community event showcased the expertise of local emergency management bodies and first responders and aimed to build awareness and resilience around outdoor safety and emergency preparedness.

The event, which consisted of an outdoor trade show and workshops, involved 20 participating organizations. Those in attendance spoke with local experts and got up close to emergency vehicles and equipment used in rescues, including a Talon helicopter used by North Shore Rescue, which was debuted at the event.

Lisa Dalla Vecchia, Communications Manager and Adam Baumann, Director of Instruction, will provide highlights and learnings of the event.

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

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Capital Plan Bylaw No. 2023/24-CPSD44-01**

Narration:

The Ministry of Education and Child Care has provided their written response to the Board’s 2023/24 Annual Five-Year Capital Plan submission.

The Ministry reviewed all 60 school districts’ submissions to determine priorities for available capital funding in the following programs:

- Seismic Mitigation
- Expansion Program
- Replacement Program
- Site Acquisition Program
- Rural District Program
- School Enhancement Program
- Carbon Neutral Capital Program
- Building Envelope Program
- Playground Equipment Program
- Bus Acquisition Program

The Ministry response advised of major capital projects supported to proceed to the next stage, if applicable, as well as minor capital projects from the Ministry’s 2023/24 annual capital programs that are approved for funding and are able to proceed to procurement.

The following tables provide a summary of the Ministry’s response for major and minor capital projects for School District No. 44 (North Vancouver) for 2023/24:

MAJOR CAPITAL PROJECTS

Projects in Development from Previous Years

Project #	Project Name	Project Type	Next Steps & Timing
128120	Cloverley Elementary	New School	Final Project Development Report (PDR) with Ministry for funding approval.

MINOR CAPITAL PROJECTS

New Projects:

Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Windsor Secondary	School Enhancement Program: Exterior Wall Systems Upgrades	\$2,000,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2024.
Sherwood Park Elementary	Carbon Neutral Capital Program: HVAC Upgrades	\$350,000	Proceed to design, tender & construction. Project is to be completed by March 31, 2024.

In accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a Capital Bylaw for its approved 2023/24 Five-Year Capital Plan and the Board of Education is now required to pass a Bylaw to allow the North Vancouver School District to access the funding outlined in the letter.

Attachment:

SD No. 44 Capital Project Bylaw No. 2023/24-CPSD44-01

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Capital Bylaw No. 2023/24-CPSD44-01 be read a first time;

that School District No. 44 (North Vancouver) Capital Bylaw No. 2023/24-CPSD44-01 be read a second time;
and

that School District No. 44 (North Vancouver) Capital Bylaw No. 2023/24-CPSD44-01 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.

**CAPITAL BYLAW NO. 2023/24-CPSD44-01
CAPITAL PLAN 2023/24**

WHEREAS in accordance with section 142 of the *School Act*, the Board of Education of School District No. 44 (*North Vancouver*) (hereinafter called the "Board") has submitted a capital plan to the Minister of Education (hereinafter called the "Minister") and the Minister has approved the capital plan or has approved a capital plan with modifications,

NOW THEREFORE in accordance with section 143 of the *School Act*, the Board has prepared this Capital Bylaw and agrees to do the following:

- (a) Authorize the Secretary-Treasurer to execute a capital project funding agreement(s) related to the capital project(s) contemplated by the capital plan or the capital plan with modifications;
- (b) Upon ministerial approval to proceed, commence the capital project(s) and proceed diligently and use its best efforts to complete each capital project substantially as directed by the Minister;
- (c) Observe and comply with any order, regulation, or policy of the Minister as may be applicable to the Board or the capital project(s); and,
- (d) Maintain proper books of account, and other information and documents with respect to the affairs of the capital project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board for the 2023/24 Capital Plan as approved by the Minister, to include the supported capital project(s) specified in the letter addressed to the Secretary-Treasurer and Superintendent, dated March 9, 2023, is hereby adopted.
- 2. This Capital Bylaw may be cited as *North Vancouver* Capital Bylaw No. 2023/24-CPSD44-01.

READ A FIRST TIME THE 20th DAY OF *June* 2023;
READ A SECOND TIME THE 20th DAY OF *June* 2023;
READ A THIRD TIME, PASSED THE 20th DAY OF *June* 2023.

APPLY CORPORATE SEAL

Board Chair

Secretary Treasurer

I HEREBY CERTIFY this to be a true and original *School District Name* Capital Bylaw No. 2023/24-CPSD44-01 adopted by the Board the 20th day of *June* 2023.

Secretary Treasurer

Schedule B.2
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Five-Year Capital Plan 2024/25**

Narration:

Each year, boards of education are required to submit a Five-Year Capital Plan identifying both major and minor capital funding priorities required for their school districts. In late March 2023, the Ministry of Education and Child Care issued instructions identifying the funding programs and requirements for the preparation and submission of the 2024/25 Five-Year Capital Plan. The deadlines for the submissions, using the Capital Asset Planning System online platform, as follows:

- Major Capital Programs – June 30, 2023
- Minor Capital Programs – September 30, 2023

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2023 deadline.

School districts are required to have a current Long Range Facilities Plan (LRFP) to support major capital priorities identified in their Five-Year Capital Plan submission. The LRFP is to incorporate consideration of demographic changes, enrolment patterns, residential developments planned in the community, facility condition, and capacity utilization.

A consultant was engaged to assist with updating ten-year enrolment projections and emerging priorities for the LRFP. These priorities were used to highlight major capital project requests.

The major capital funding programs require projects to be prioritized over a five-year budget horizon. The current major capital funding programs that are applicable to the North Vancouver School District are:

- Addition/Expansion Program
- Demolition Project
- New School Program
- Replacement/Renovation Program
- Seismic Project
- Site Acquisition Program

The minor capital programs only require funds to be identified for a single budget year. The minor capital funding programs include the following:

- Carbon Neutral Capital Program
- Playground Equipment Program
- School Enhancement Program

MAJOR CAPITAL FUNDING PROGRAMS

School Addition/Expansion Projects

Priorities based on Long Range Facilities Plan and enrolment projections.

Demolition Program

This funding is primarily for rural school districts; however, the NVSD has submitted a request with the hope it might be funded.

New School Program

New school proposed based on long range enrolment projection. This request would be subject to securing a new site.

School Replacement/Renovation Projects

Priorities based on a combination of facility condition with consideration to future enrolment.

Seismic Program

Requests to updated schools based on Ministry seismic risk assessment.

Site Acquisition Program

A funding request to support the acquisition of future elementary school.

MINOR CAPITAL FUNDING PROGRAMS

Carbon Neutral Capital Program

School districts are limited to five priorities. Projects must contribute to measurable emissions reductions, operational cost savings, align with Capital Asset Management Systems equipment renewal period and LRFP.

Playground Equipment Program

Funding eligibility is based on new or replacement playground equipment. Prioritization is given to schools that do not currently have playground equipment, and where students do not have easy access to nearby playground facilities. School districts are limited to three requests for universally accessible playground equipment.

School Enhancement Program

School Enhancement Projects are investments that will contribute to the safety and function of the school and will extend the life of the existing asset. Projects and priorities were identified with the use of the Ministry's Capital Asset Management System, consulting reports, and staff input. Eligible projects must be valued at more than \$100,000 but not exceed \$2,000,000. One project must be included that is valued at \$500,000 or less. School districts are limited to a maximum of 5 separate School Enhancement Projects limited to five priorities.

The submissions on the attached summary. are prioritized based on requests from schools, facilities staff assessments, equipment age and condition, community access, proximity to parks, and equity between schools (including equity in terms of play space area to enrolment numbers).

Director, Jim Mackenzie and Assistant Director, Michael Chapman, from the Facilities and Planning Department will introduce and provide an overview the Capital Plan for the consideration of the Board of Education.

Attachments:

Major Capital Plan Submission Summary
Minor Capital Plan Submission Summary
Five-Year Major Capital Plan 2024/25 Resolution
Five-Year Minor Capital Plan 2024/25 Resolution

RECOMMENDED MOTION:

that the Board approve the Five-Year Major and Minor Capital Plan Resolutions as attached to Schedule B.2. of June 20, 2023.

Submission Summary

Submission Summary:	Major 2024/2025 2023-06-30
Submission Type:	Capital Plan
School District:	North Vancouver (SD44)
Open Date:	2023-04-14
Close Date:	2023-06-30
Submission Status:	Draft

Submission Category	Sum Total Project Cost
Addition	\$112,407,009
Demolition	\$2,500,000
Seismic	\$40,143,125
New School	\$50,783,020
Replacement/Renovation	\$108,396,668
Site Acquisition	\$77,400,000
Total	\$391,629,822

ADDITION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	157985	Lynnmour Elementary School	Addition	Expand capacity from 20K/250E to 60K/450E (+224 Operating Capacity)	\$18,911,702
2	150025	Carson Graham Secondary	Addition	Expand capacity from 1,100 to 1,400 (+300 Operating Capacity)	\$27,803,499
3	150104	Queensbury Elementary	Addition	Expand capacity from 20K/250E to 60K/400E (+182 Operating Capacity)	\$12,619,690
4	150136	Westview Elementary	Addition	Expand capacity from 20K/225E to 20K/325E (+93 Operating Capacity)	\$9,814,784
5	152974	Larson Elementary	Addition	Expand capacity from 40K/375E to 60K/475E (+112 Operating Capacity)	\$10,151,378
6	150063	Highlands Elementary	Addition	Expand capacity from 40K/350E to 40K/450E (+93 Operating Capacity)	\$9,489,792
7	162925	Sutherland Secondary	Addition	Expand capacity from 1,000 to 1,300 (+200 Operating Capacity)	\$23,616,164
Submission Category Total:					\$112,407,009
DEMOLITION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	162948	William Lucas Centre	Partial Demolition	Partial demolition of the West and South blocks of the building.	\$2,500,000
Submission Category Total:					\$2,500,000

Submission Summary

NEW SCHOOL					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	150202	New CNV School	New (School)	New 60K/400E capacity K-7 Elementary school on new site.	\$50,783,020
Submission Category Total:					\$50,783,020
REPLACEMENT/RENOVATION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	150287	Ross Road Elementary	Full Replacement (Replace/Reno)	Replace and expand capacity from 40K/425E to 60K/475E (+66 Operating Capacity).	\$53,631,016
2	150290	Seymour Heights Elementary	Full Replacement (Replace/Reno)	Replace and expand capacity from 20K/250E to 60K/525E school (+315 Operating Capacity).	\$54,765,652
Submission Category Total:					\$108,396,668
SEISMIC					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	162983	Lynnmour Elementary School	Upgrade	Seismic upgrade of the school. This Project request is connected with expansion project request 157985 and both projects will need to be delivered as a singular project.	\$40,143,125
Submission Category Total:					\$40,143,125
SITE ACQUISITION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	150531	New CNV School Site	Site Acquisition	Acquisition of new site that can accommodate a 60K/400E capacity school.	\$77,400,000
Submission Category Total:					\$77,400,000

Submission Summary

Submission Summary:	Minor 2024/2025 2023-09-30
Submission Type:	Capital Plan
School District:	North Vancouver (SD44)
Open Date:	2023-04-14
Close Date:	2023-09-30
Submission Status:	Draft

Submission Category	Sum Total Funding Requested
CNCP	\$3,000,000
SEP	\$4,000,000
PEP	\$495,000
Total	\$7,495,000

CNCP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	162976	Seycove Secondary Community	HVAC (CNCP)	Heating plant boiler & system renewal.	\$650,000
2	162979	Canyon Heights Elementary	HVAC (CNCP)	Heating plant boiler & system renewal.	\$450,000
3	159023	Carisbrooke Elementary	HVAC (CNCP)	Heating plant boiler & system renewal.	\$450,000
4	159020	Seymour Heights Elementary	HVAC (CNCP)	Heating plant boiler & system renewal.	\$450,000
5	159022	Windsor Secondary	HVAC (CNCP)	Heating plant boiler & system renewal.	\$1,000,000
Submission Category Total:					\$3,000,000
PEP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	159024	Sherwood Park Elementary	New (PEP)	New Accessible Playground project to resolve inequity and deficient play space at the school.	\$165,000
2	159025	Eastview Elementary	New (PEP)	New Accessible Playground project to resolve inequity and deficient play space at the school.	\$165,000
3	159026	Dorothy Lynas Elementary	New (PEP)	New Accessible Playground project to resolve inequity and deficient play space at the school.	\$165,000
Submission Category Total:					\$495,000

Submission Summary

SEP					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Funding Requested
1	162980	Windsor Secondary	Exterior Wall Systems (SEP)	Phase 2 - Building Envelope and Glazing systems renewal.	\$1,000,000
2	159017	Various	Interior Construction (SEP)	Accessible Washroom Upgrades at multiple facilities - (Blueridge, Brooksbank, Cleveland & Larson)	\$1,200,000
3	159015	Various	Interior Construction (SEP)	Elevator Upgrades / Modernization at multiple facilities - (Boundary, Braemar, Cleveland, Ross Road, Seycove, Seymour and Windsor)	\$600,000
4	162981	Boundary Elementary	Exterior Wall Systems (SEP)	Building Envelope renewal of exterior wood cladding system.	\$600,000
5	159016	Various	Electrical (SEP)	Lighting upgrades at multiple facilities - (Highlands, Queen Mary and Ridgeway).	\$600,000
				Submission Category Total:	\$4,000,000

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 44 (*North Vancouver*) hereby approves the proposed Five-Year Capital Plan (Major Capital Programs) for 2024/25, as provided on the Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

I hereby certify this to be a true copy of the resolution for the approval of the proposed Five-Year Capital Plan (Major Capital Programs) for 2024/25 adopted by the Board of Education, on this the 20th day of *June* 2023.

Secretary Treasurer Signature

Secretary Treasurer Name

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 44 (*North Vancouver*) hereby approves the proposed Five-Year Capital Plan (Minor Capital Programs) for 2024/25, as provided on the Five-Year Capital Plan Summary for 2024/25 submitted to the Ministry of Education and Child Care.

I hereby certify this to be a true copy of the resolution for the approval of the proposed Five-Year Capital Plan (Minor Capital Programs) for 2024/25 adopted by the Board of Education, on this the 20th day of *June* 2023.

Secretary Treasurer Signature

Secretary Treasurer Name

Schedule .B.3..
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Proposed Revised Policy 204: Alternate Education**

Narration:

In accordance with the Ministry of Education and Child Care's *Alternate Education School Program Policy*, a board of education may establish programs or schools that will serve as alternates to those offered in a traditional school or program. The North Vancouver School District Board of Education recognizes the diversity of learners in our school district and acknowledges that there may be students that have educational, social, emotional, and/or behavioural needs that require an alternate educational setting and/or program.

This policy was last updated in 2012. In response to the evolving landscape of alternate programs within the school district, the school district engaged expertise from educators to update the policy. The draft policy has been shared with the Policy Review Committee and further revised based on comments.

Jeremy Church, District Principal, Safe and Healthy Schools, and Lucas King, Principal, Mountainside Secondary School and North Vancouver Online Learning, will introduce the Proposed Revised Policy 204.

Attachments:

- Proposed Revised Policy 204: Alternate Education

RECOMMENDED MOTION:

Motion

that the Board of Education approve Proposed Revised Policy 204: Alternate Education as attached to this Administrative Memorandum of June 20, 2023.

204 Alternate Education

Revised: September 25, 2001

Revised: March 1, 2006

Revised: December 11, 2012

Revised: June 20, 2023

Policy

In accordance with the Ministry of Education's *Alternate Education School Program Policy*, a board may establish programs or schools that will serve as alternates to those offered in a traditional school or program.

The Board of Education recognizes the diversity of learners in our school district and acknowledges that there may be students that have educational, social, emotional, and/or behavioural needs that require an alternate educational setting and/or program.

The overall responsibility for the establishment and operation of alternate programs or schools within the North Vancouver School District resides with the board of education. The Board of Education will determine the educational program, curriculum delivery, and pedagogical directions of the alternate school or program. The Board of Education's alternate education schools or programs will:

- Meet the requirements of the *School Act*, Ministerial regulations, policies, procedures, and orders, Board policies, provincial and School District prescribed curriculum, learning outcomes, and widely accepted assessment and evaluation practices and procedures (Policy 209: Student Assessment)
- Address the diverse learning needs of students, foster social/emotional learning, support student achievement, and enable alternate pathways to graduation
- Enhance differentiated instruction and personalized learning at schools throughout the School District
- Support and facilitate the smooth transition of students to and from the alternate education school or program and mainstream schools.

Funding levels and financial support for alternate programs or schools will be consistent with the per student funding provided by the Ministry of Education, and as determined by the Board of Education.

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

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Committee Reports**

Narration:

Updates on the Board of Education's Committees will be provided in writing at each of the monthly Public Board Meetings for information.

Attachments:

Capital Planning Committee
Emergency Preparedness Committee
Policy Review Committee

Capital Planning Committee Meeting – June 2023

The North Vancouver School District Capital Planning Committee was established to provide information about the Ministry of Education and Child Care's capital planning process and established priorities with representatives from across the school district and external municipal planners. The Committee provides opportunities for input into the need and identification of priority projects for consideration by the Board of Education, assists in identifying capital projects with potential for joint initiative and shared funding opportunities.

The Committee is a District Representative Committee Chaired by Jim MacKenzie, Director of Facilities and Planning, and comprised of one representative from the Board of Education, two representatives of each of the School District employee groups, two representatives from the District Student Leadership Council, two representatives from the North Vancouver Parent Advisory Council and representatives from the City of North Vancouver, the District of North Vancouver and the North Vancouver Recreation and Culture Commission.

The primary purpose of the June meeting was to provide an update on the Ministry's response to the prior years major and minor capital plan submissions and provide refreshed enrolment projections and review the emerging capacity and utilization of schools to inform future capital priorities. The balance of the agenda identified the major and minor capital priorities for the upcoming capital plan submission in the following categories:

- Proposed major capital programs – additions, demolition, replacements, seismic upgrades, new schools and site acquisitions; and,
- Proposed minor capital programs – School Enhancement Program, Carbon Neutral Capital Program, Playground Equipment Program, Building Envelope Program and Bus Acquisition Program.

The Committee also reviewed a conceptual site plan for the proposed Cloverley Elementary school and conceptual drawings and improvements for the Lynn Valley Elementary Expansion Project.

The meeting concluded following an update on childcare within the school district and recent funding commitments to provide additional before and after care services at both Seymour Heights Elementary and Dorothy Lynas Elementary.

The next Capital Planning Committee Meeting will be scheduled in the fall of 2023.

Emergency Preparedness Committee – June 2023

Establishing and maintaining safe learning environments for all students and employees is a priority of the North Vancouver Board of Education. The purpose of the Emergency Preparedness Committee is to:

- Provide advice on emergency planning issues referred to the Committee for further examination.
- Monitor aspects of ongoing emergency preparedness planning, particularly relating to schools effectiveness to be prepared and response to various emergencies, and, if necessary, make recommendations.

The Committee is comprised of representatives from all education partner groups including:

- Committee Chair, Cindy O'Krane, Occupational Health and Safety Manager
- Emergency Preparedness Consultant: Jocelyn Hewson
- Communications: Lisa Dalla Vecchia, Communications Manager
- North Vancouver Administrators' Association Representatives: Tim Ireland, Adam Stokes, and Russell Mayert
- North Vancouver Teachers' Association Representative: David Murton
- North Vancouver Parent Advisory Council: Michelle Sawyer

The Emergency Preparedness Committee met bi-monthly during 2022/23. The agenda of each meeting was to review existing initiatives, discuss areas of improvement, and solicit feedback on priority items.

At October's kickoff meeting, the Chair reviewed the recent rollout of the updated / revised Emergency Response Plan and Incident Command System documentation and training. Initiatives of importance include the evacuation plan for students with mobility issues, a questionnaire for members of the committee to help identify the status of emergency equipment within their respective schools, and a potential tabletop exercise. An overview of the Carson Graham Lockdown event (October 2022) was discussed including lessons learned.

In December, the conversation continued regarding how to measure and gather information on emergency preparedness supplies within schools including possible methods for auditing the contents of all emergency containers. The Committee also discussed how to promote the importance of emergency preparedness at schools.

The issuing of a survey to all schools was further discussed in February, with the objective of gathering a snapshot on emergency supplies by school.

At the May meeting, the Chair confirmed that the survey of emergency preparedness supplies had been developed, and that she would be visiting schools to complete. The tabletop exercise has been scheduled on June 27.

Policy Review Committee – June 2023

The North Vancouver Board of Education develops and adopts policies as statements of intent to guide the operations of the school district. Board of Education policies reflect the School Act and regulations and align with the Board's mission, mandate and core values. Under the direction of the Superintendent, the North Vancouver School District Policy Review Committee evaluates, reviews, and proposes policies to the Board that reflect current legislative, regulatory, and public policy changes. The Policy Review Committee is a District Representative Committee comprised of two representatives from the Board of Education, two representatives of each of the school district employee groups, two representatives from the District Student Leadership Council, and two representatives from the North Vancouver Parent Advisory Council.

Convening no fewer than four times per school year, the Policy Review Committee:

- Provides advice to the Superintendent respecting which policies require clarification and/or amendment;
- Provides advice to the Superintendent respecting which issues require policy development;
- Reviews and provides advice to the Superintendent respecting drafts of proposed new policies prior to their consideration by the Board.

Throughout the 2022/23 school year, the Policy Review Committee convened six times and discussed the following policies:

- Policy 204: Alternate Education
- Policy 205: Outdoor School
- Policy 206: Continuing Education
- Policy 212: Animals in the Classroom
- Policy 310: Concussion Awareness, Prevention and Management and
- Policy 611: Privacy

The Policy Review Committee also discussed policy related to:

- United Nations Declaration on the Rights of Indigenous Peoples and the Declaration of the Rights of Indigenous Peoples Act (in particular the 13 objectives for public schooling);
- Anti-Racism; and
- Ableism (policy development is underway)

The Policy Review Committee learned about:

- The working group on Policy 409: Framework for Belonging Administrative Procedures; and
- The Emergency Preparedness Committee

The Policy Review Committee will reconvene in late September 2023.

Schedule C.2
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Capital Contribution – Cloverley Elementary**
Narration:

At the June 19, 2018 Public Board meeting, the Board of Education approved the Five-Year Capital Plan that included a new school at the Cloverley site. In March 2020 the Ministry of Education and Child invited the school district to provide a draft concept plan in support of the project. As a result of changing demographics and residential developments in the surrounding areas, the enrolment capacity of the school increased to 60 kindergarten and 525 elementary students, for a total capacity of 585 students. Through the detailed definition phase of the project, the approved option includes 300 M² Neighborhood Learning Centre space, Greenhouse Gas (GHG) reduction measures and construction with mass timber, costed at \$64.4 million.

Current provincial government policy requires Boards of Education to share in the cost of major capital projects. Cost share contributions for school districts are set on a case-by-case basis and are dependent on the current financial situation of the school district. Confirmation of a school district's contribution is required prior to the Ministry seeking a funding decision from Treasury Board. At the January 24, 2023 In Camera Meeting, the Board of Education approved a \$3.0 million contribution toward the construction of the project.

In partnership with the City of North Vancouver, the City has committed to funding \$3.5 million towards the contribution of a child care centre at the Cloverley site. The school district will also submit an application to the ChildCareBC New Spaces Fund for additional provincial government funding. The combined funding, from the Neighborhood Learning Centre space, the City, and further provincial funding will create an exciting new opportunity to support childcare.

Construction is expected to start Fall 2024 and be ready for students in time for the 2026/27 school year.

Schedule C.3
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Public Board Meeting Structure Update - Policy 104: Board of Education - Meetings Administrative Procedures**

Narration:

In June 2022, the North Vancouver Board of Education, with support from the Superintendent, undertook a review of its public board meeting structure in an effort to establish best practices, increase efficiency, and focus the work of the Board during its public meeting.

Further, the Board of Education wished to continue a means for partner groups, members of the school community and the public to provide comments and questions online or by phone. Delegations wishing to address the board are still welcome at the beginning of the meeting.

The pilot commenced September 2022 at the Public Board Meeting. With the election of the new Board of Education in October 2022, the pilot continued for the school year. The Superintendent undertook a review of the new meeting structure with partner groups and received positive feedback.

The changes to the meeting structure will continue as introduced in the pilot including:

- The public and education partner groups can provide comments related to the meeting agenda by email or phone. Comments received by phone will be transcribed, and all comments will be provided to Trustees prior to the meeting and will be addressed at the beginning of the meeting by the Board Chair.
- A focused presentation on key educational initiatives in the school district is scheduled at the start of each meeting;
- School District Committee reports are included for information in the board meeting packages; and
- The public and education partner groups will have time at the end of the meeting to ask questions or provide comments after the meeting. Questions and comments received by phone will be transcribed, and all comments will be circulated to Trustees by the Secretary Treasurer to the Board.

The Administrative Procedures for Policy 104: Board of Education – Meetings were updated in September 2022, and further changes are needed at this time.

Schedule C.4
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Land Management - Written Update**

Narration:

Updates on the Board of Education's Land Management will be provided in writing at each of the monthly Public Board Meetings for information.

Attachment:

Land Management Update – June 2023

Land Management Update – June 20, 2023

Argyle Secondary School – Seismic Replacement

- No significant updates.
- Capital Project is complete.
- Other projects to be completed:
 - New artificial turf field and sports court – contractor has commenced work (project led by District of North Vancouver).
 - New outdoor basketball practice area – project near completion.

Handsworth Secondary School – Seismic Replacement

- No significant updates.
- Final site landscaping improvements nearing completion.
- Seeding complete at new field. Fencing will remain in place until all planting is established and field is read to use, anticipated completion is fall.

Mountainside Secondary School – Seismic Upgrade

- No significant updates.
- Resolving minor items.

Cheakamus Centre’s Environmental Learning Centre – Envelope Rehabilitation

- No significant updates.
- Contractor is completing outstanding deficiencies.

Cloverley Elementary School – New School

- No significant updates.
- Ministry of Education and Child Care requested revisions to the Project Definition Report (PDR) to include a mass timber option. Revised PDR has been submitted to the Ministry.

•

Lynn Valley Expansion Project

- Design work in progress. Design input being received from many sources.
- Meetings with DNV Planning Department to commence shortly.
- No impact to site anticipated, apart from possible surveying.
- Construction activity is scheduled to commence during the summer of 2024.

Lucas

- No change.

Facilities Update

- Brooksbank Elementary – project awarded to construct universally accessible playground. Construction to commence on June 19, 2023.

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

Meeting Date: June 20, 2023 **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: June 20, 2023 **Board** **Board, in camera**

Topic (as per the Memorandum): **Report Out – British Columbia School Trustees Association and BC Public School Employers’ Association**

Narration:

Trustees will provide an update on information related to British Columbia School Trustees Association and BC Public School Employers’ Association.

Schedule C.7
of the
Administrative Memorandum

Meeting Date: June 20, 2023 **Board** **Board, in camera**

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

Narration:

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

**ScheduleD.....
of the
Administrative Memorandum**

Meeting Date: June 20, 2023 **Board** **Board, in camera**

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

Narration:

The schedule of Board Meetings for 2023/24 has been established as follows:

Month	Board Meeting
2023	
September	Tuesday, September 19 – Public Board Meeting Tuesday, September 26 – Standing Committee: Framework for Enhancing Student Learning
October	Tuesday, October 10 – Standing Committee: Mental Health and Well-Being Tuesday, October 24 – Public Board Meeting
November	Tuesday, November 14 – Standing Committee: Truth, Healing and Reconciliation Tuesday, November 21 – Public Board Meeting
December	Tuesday, December 19 – Public Board Meeting
2024	
January	Tuesday, January 23 – Public Board Meeting
February	Tuesday, February 6 – Standing Committee: Budget Development Tuesday, February 27 – Public Board Meeting
March	Tuesday, March 5 – Standing Committee: Budget Development Tuesday, March 12 – Public Board Meeting (placeholder if needed)
April	Tuesday, April 16 – Public Board Meeting
May	Tuesday, May 7 – Standing Committee: Topic to be determined Tuesday, May 21 – Public Board Meeting
June	Tuesday, June 18 – Public Board Meeting

**ScheduleE.....
of the
Administrative Memorandum**

Meeting Date: June 20, 2023 **Board** **Board, in camera**

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

Narration:

At the end of the Public Board Meeting, members of the public attending the meeting have an opportunity to obtain clarification concerning the meeting's proceedings. Those who are attending virtually can email publiccomments@sd44.ca or call 604-998-5100 and leave a voice mail. Questions and comments will be accepted until one hour after the adjournment of the meeting. Questions and comments submitted by email or phone will be circulated to the Board of Education.

The Board of Education can respond to comments, or ask staff to respond to comments, made during the Public Question & Comment Period.

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

During 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.