



ADMINISTRATIVE MEMORANDUM

Meeting Place:

Virtual Meeting
[Meeting Link](#)

Format and Date:

PUBLIC BOARD MEETING
 Tuesday, June 22, 2021, at
 6:30 p.m.

		Estimated Completion Time
A.	Call to Order	
	Indigenous Welcome and Blessing	
A.1.	Chair Tsiakos' opening remarks	6:40 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	6:40 pm
A.3.	Public Comment Period *	7:00 pm
A.4.	Stakeholder Comment Period	7:30 pm
A.5.	Approval of Minutes (that the minutes of the Public Meeting of May 18, 2021, be approved as circulated)	7:30 pm
B.	Action Items	
B.1.	Capital Plan Bylaw No. 2021/22-CPSD44-01	7:50 pm
B.2.	School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2021/22	8:05 pm
C.	Information and Proposals	
C.1.	Anti-Racism Steering Committee Report/Update	8:20 pm
C.2.	Trustee School Liaison	8:30 pm
C.3.	Land Management Update	8:40 pm

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



Meeting Place:

Virtual Meeting
[Meeting Link](#)

Format and Date:

PUBLIC BOARD MEETING
Tuesday, June 22, 2021, at
6:30 p.m.

	Estimated Completion Time
C.4. Tuesday, June 8, 2021, Standing Committee Meeting	8:45 pm
C.5. Superintendent's Report (including COVID-19)	8:55 pm
C.6. Report Out - BC School Trustees Association (BCSTA) and BC Public School Employers' Association (BCPSEA)	9:00 pm
C.7. Trustees' Reports	9:10 pm
D. Future Meetings	9:10 pm
E. Public Question & Comment Period	9:10 pm
F. Adjournment	9:10 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: June 22, 2021 **Board** **Board, in camera**

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

Narration:

NEW: COVID-19 Procedures for Public Board Meetings

To respect guidelines and orders around physical distancing and public gatherings provided by the Provincial Health Officer, upcoming Public Board Meetings will continue to be live-streamed and recorded. The public will not be able to attend meetings in person but will have the opportunity to provide input in advance of the meeting.

How you can provide input:

On the day of the Public Board Meeting, we ask that interested parties who wish to ask a question or provide a comment email publiccomments@sd44.ca with their full name, address, phone number, and written submission. In order to keep within the maximum of 2 minutes, please ensure that your comments have a maximum of 350 words. The Board Chair will read out the comments during the Public Comment Period. Please provide comments by 6:00 p.m. on June 22, 2021.

The Board of Education will provide a twenty (20) minute public comment period relevant to the Board's mandate. Speakers will be allocated a maximum of two (2) minutes each.

Schedule A.4
of the
Administrative Memorandum

Meeting Date: June 22, 2021 **Board** **Board, in camera**

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

Narration:

As per the motion passed on May 26, 2020, the Board of Education will provide a twenty (25) minute stakeholder comment period to allow stakeholders to speak to items on the Board of Education agenda (B and C items). Speakers will be allocated a maximum of five (5) minutes each. An additional five (5) minutes will be provided for Trustee questions of clarification at the end of the comment period.

Stakeholders will be invited to speak to the Board of Education in a rotating order each meeting. The Chair will invite those wishing to speak in the order that is determined prior to the meeting. For the June 22, 2021, Public Board Meeting, the following order will be observed:

- Canadian Union of Public Employees (CUPE Local 389)
- District Student Leadership Council (DSLCL)
- North Vancouver Administrators (NoVA)
- North Vancouver Parent Advisory Council (NVPAC)
- North Vancouver Teachers' Association (NVTAA)

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

During the Stakeholder 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 Stakeholder Comment Period.

School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held virtually through Microsoft Teams in North Vancouver, British Columbia, on Tuesday, May 18, 2021.

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

A. Call to Order

Board Chair George Tsiakos called the meeting to order at 6:30 p.m. and acknowledged the traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation.

Motion to Approve Trustees Participation by Microsoft Teams

Moved by G. Tsiakos

WHEREAS Section 67 of the *School Act* permits Trustees to participate in or attend a meeting of the Board by telephone or other means of communication if all Trustees and other persons participating in or attending the meeting are able to communicate with each other;

the Board hereby approves the participation by the Trustees in the May 18, 2021, Public Board Meeting by Microsoft Teams.

Seconded by C. Sacré

Carried

Chair Tsiakos thanked the community for their continued efforts in keeping school environments safe and supporting mental health during COVID-19. Recognition was given to Katrina Russell, Acting President of the North Vancouver Teachers' Association (NVTa) and the entire executive team for the most recent changes in the NVTa. Information surrounding the School Trustee By-election was provided noting the advance voting date and the general voting date. Chair Tsiakos acknowledged National Principals Day, Asian Heritage Month, National Day of Awareness and Action for Missing and Murdered Indigenous Women, Girls, and two-spirit people, and International Day Against Homophobia, Transphobia and Biphobia which all are occurring in the month of May.

A.2. Approval of Agenda

Moved by K. Mann

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

Seconded by C. Sacré

Carried

A.3. Public Comment Period

Due to COVID-19 and moving the meeting to Microsoft Teams, the Board of Education requested that interested parties email in their submission to be read out by the Board Chair.

Robyn Goh, resident of North Vancouver, wrote to the Board regarding plastic cutlery. There continues to be many plastic cutlery items and Ms. Goh proposed that students and staff use reusable cutlery at school.

A.4. Stakeholder Comment Period

As per the motion passed on May 26, 2020, the Board of Education provided a twenty minute stakeholder comment period to allow stakeholders to speak to items on the Board of Education Agenda.

A.4. Stakeholder Comment Period (continued)

Katrina Russell, Acting President of the NVTAs, commented on the 2021-2031 Strategic Plan and 2021/22 budget, highlighting how important it is for schools to be adequately staffed to support the strategic goals outlined in the Strategic Plan.

Jennifer Branston, Co-Chair of North Vancouver Parent Advisory Council, spoke regarding the Adaptable Flexible Space Presentation. Ms. Branston shared comments on the specific spaces created in Argyle and Handsworth Secondary School, asking that the Board of Education remove doors and hinges from calm rooms at these spaces.

A.5. Approval of Minutes

Moved by K. Mann

that the minutes of the public meeting of April 27, 2021, be approved as amended.

Seconded by C. Sacré

Carried

B.1. 2021/22 Budget Consultation Update and Board Direction

In introducing the budget consultation update, Secretary Treasurer Jacqui Stewart noted this is a continuation of the budget process that was approved at the November 17, 2020, Public Board Meeting.

To gain valuable insight and feedback from students, staff, parents and stakeholders, the North Vancouver Board of Education hosted information sessions to participate in discussions about the 2021/22 Budget Priorities at the scheduled Finance and Facilities Standing Committee Meetings. Individuals were also asked to provide their suggestions for the 2021/22 budget priorities through a variety of methods, including emailing or using the *Thoughtexchange* online platform. The Board requested that the 2021/22 budget priorities be framed in the context of the draft 2021-2031 Strategic Plan.

Based on the submissions from partner groups and community members, the Executive Committee organized input. Recommendations were provided to maintain and hold the following: education programs and services; achieve contractual obligations; targeted supports for inclusive education; prioritize new targeted funds for highest and best use; prioritize planned technology investments; consider strategic priorities where possible; and, build back on the strong foundation already in place.

Moved by C. Sacré

that the Board direct staff to proceed with the development of the 2021/22 Annual Budget.

Seconded by M. Tasi Baker

Carried

B.2. 2021-2031 Strategic Plan Approval

Superintendent Mark Pearmain introduced this item on behalf of the entire Board of Education. In 2019, the North Vancouver School District began a consultative process to create its next Ten-Year Strategic Plan. The 2021-2031 Strategic Plan supports the over-arching Vision of the North Vancouver School District and its priorities in pursuing the highest level of service provided to students and the community.

To gain valuable insight and feedback from students, staff, parents and stakeholders, the North Vancouver Board of Education hosted in-person, facilitated consultation sessions as well as online engagement and held planning sessions. From these session, six new strategic goals were created to outline the priorities and direction of the North Vancouver School District for the next ten years and form the basis for the Ten-Year Strategic Plan.

B.2. 2021-2031 Strategic Plan Approval (continued)

Moved by K. Mann

that the Board of Education approve the 2021-2031 Strategic Plan.

Seconded by M. Higgins

Carried

A short break was observed.

C.1. School District Enrolment and Organization of Classes Update – 2020/21

Mark James, District Principal, Administrative Services, introduced this agenda item and provided an update on the organization of classes for the “four quarters” of the 2020/21 academic school year. Mr. James highlighted the comparisons between the projected and actual enrolments with a focus on the secondary classes greater than 30.

C.2. Adaptable Flexible Space Presentation

Assistant Superintendent Dr. Pius Ryan, Argyle School Principal Kim Jonat, District Principal of Inclusive Education Melanie Learoyd, and District Vice Principal Janis Mann presented an overview of the design process followed for the School District’s secondary school buildings. The overview included factors considered to provide facilities to support student learning and the current use of learning spaces in our schools.

The presentation highlighted the school design principles, the design and development process, outdoor spaces, learning community design and safe spaces. The design for all spaces are focused on supporting inclusion for all students in the School District. Clarification was provided on Policy 308: Use of Physical Restraint or Seclusion by District Principal Dr. Vince White.

Motion to Extend

Moved unanimously

to extend the meeting past 9:30 p.m.

C.3. Elementary School Fees 2021/22

Assistant Superintendent Chris 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 noted that the range of fees is based on cost recovery.

C.4. Land Management Update

Superintendent Pearmain updated the Board of Education on the Argyle and Handsworth Secondary School Replacement Projects, the Mountainside Secondary Seismic Upgrade and the status of Cloverley Elementary School.

C.5. Tuesday, May 4, 2021, Standing Committee Meeting

Trustee Mann reported on the meeting that showcased planning assumptions and forecasted enrolments for revenues in the 2021/22 budget development. Staff presented the major sources of revenues that provides the foundation for next year’s budget.

C.6. Superintendent’s Report (including COVID-19)

Superintendent Pearmain provided an update on COVID-19 which included the number of exposures in the North Vancouver School District. Highlights from the District Wide Professional Development Day was provided, including special recognition to the key note presenters.

C.6. Superintendent’s Report (including COVID-19) (continued)

Superintendent Pearmain also updated the Board on the Temporary Transition Support Option and the status of the Intellectual Disabilities Advisory Sub-Committee.

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

Trustee Tasi Baker had nothing to update on BCSTA. Trustee Gerlach had nothing to update for BCPSEA.

Trustee Tasi Baker shared she was going to bring forward two motions to BCSTA next year, which includes one on ethical technology and one to update the definition of the educated citizen.

C.8. Trustees’ Reports

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

- Meetings attended by Trustees included:
 - Public Board Meeting
 - Standing Committee Meeting
 - Trustee Seminar Meetings
 - Artists for Kids Committee Meeting
 - Inclusion Committee Meeting
 - Capital Planning Committee Meeting
 - North Shore Table Matters Meeting

- Events attended by Trustees included:
 - Building Community Belonging – Parent Panel Session
 - District Wide Clean Up Challenge
 - Family Support Institute of BC - Session with Ministry of Education
 - Buckets of Hope deliveries to Queen Mary, Westview, Larson, Queensbury and Ridgeway
 - Farm to School Webinar – Eco Clubs: Youth Action in Environmental Sustainability
 - Argyle Environmental Club – Tote Bag Sale
 - Seycove Secondary Grade 12 Capstone Presentations

Notice of Motion

During the Trustees’ Reports, Trustee Gerlach advised that she had a notice of motion for the June 22, 2021 Public Board Meeting.

D. Future Meetings

Chair Tsiakos advised that there would be an additional Standing Committee Meeting on June 8, 2021 to continue with presentations on building the 2021/22 budget.

Date and Time	Event	Location
Tuesday, June 8, 2021, at 7:00 p.m.	Finance and Facilities Standing Committee Meeting	Microsoft Teams
Tuesday, June 22, 2021, at 6:30 p.m.	Public Board Meeting	Virtual

E. Public Question & Comment Period

Due to COVID-19 and moving the meeting to a virtual platform, the Board of Education did not take questions or comments in real time. Members of the public were asked to email their submission in to publiccomments@sd44.ca.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 9:56 p.m. and thanked those who attended.

Certified Correct:

Jacqui Stewart
Secretary Treasurer

George Tsiakos
Chair, Board of Education

Date

Date

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

Meeting Date: June 22, 2021 **Board** **Board, in camera**

Topic (as per the Memorandum): **Capital Plan Bylaw No. 2021/2022-CPSD44-01**

Narration:

The Ministry of Education has provided their written response to our 2021/22 Annual Five-Year Capital Plan submission of June 2020.

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 2020/21 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 2021/22:

MAJOR CAPITAL PROJECTS (SMP, EXP, REP, RDP)

New Projects

SCHOOL PROJECT (S)			
Project #	Project Name	Project Type	Next Steps & Timing
TBD	Lynn Valley Elementary	Addition	Submit draft Project Definition Report by December 31, 2021.

Projects in Development from Previous Years

SCHOOL PROJECT (S)			
Project #	Project Name	Project Type	Next Steps & Timing
128120	Cloverley Elementary	New School	Submit final Project Definition Report as soon as possible.

MINOR CAPITAL PROJECTS

Projects for initial Capital Plan Response Letter issued in March 2021)

SCHOOL PROJECT (S)			
Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Mountainside Secondary	School Enhancement Program – HVAC Upgrades (Woodshop Dust Extraction System)	\$500,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Mountainside Secondary	School Enhancement Program – Exterior Wall Systems	\$350,000	Proceed to design, tender & construction. Project is to be completed by March 31, 2022.

New Projects from Capital Response Letter dated May 11, 2021

SCHOOL PROJECT (S)			
Facility Name	Program Project Description	Amount Funded by Ministry	Next Steps & Timing
Mountainside Secondary	Carbon Neutral Capital Program – HVAC Upgrades (Heating Plant Upgrades)	\$500,000	Proceed to design, tender and construction. Project is to be completed by March 31, 2022.
Lynnmour Elementary	Playground Equipment Program – Universally Accessible Playground	\$165,000	Proceed to design, tender & construction. Project is to be completed by March 31, 2022.
Queen Mary Community Elementary	Playground Equipment Program – Universally Accessible Playground	\$165,000	Proceed to design, tender & construction. Project is to be completed by March 31, 2022.

As a reminder, in accordance with Section 143 of the *School Act*, Boards of Education are required to adopt a Capital Bylaw for its approved 2021/22 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. 2021/2022-CPSD44-01

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Capital Bylaw No. 2021/22-CPSD44-01 be read a first time;

that School District No. 44 (North Vancouver) Capital Bylaw No. 2021/22-CPSD44-01 be read a second time;

that School District No. 44 (North Vancouver) Capital Bylaw No. 2021/22-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. 2021/22-CPSD44-01
CAPITAL PLAN 2021/22

A BYLAW by the Board of Education of School District No. 44 (North Vancouver) (hereinafter called the "Board") to adopt a Capital Plan of the Board pursuant to Sections 143 (2) and 144 (1) of the *School Act*, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").

WHEREAS in accordance with provisions of the *School Act* the Minister of Education (hereinafter called the "Minister") has approved the Board's Capital Plan.

NOW THEREFORE the Board agrees to the following:

- (a) authorizes the Secretary-Treasurer to execute project agreements related to the expenditures contemplated by the Capital Plan;
- (b) upon approval to proceed, commence the Project and proceed diligently and use its best efforts to complete each Project substantially as directed by the Minister;
- (c) observe and comply with any rule, policy or regulation of the Minister as may be applicable to the Board or the Project(s); and,
- (d) maintain proper books of account, and other information and documents with respect to the affairs of the Project(s), as may be prescribed by the Minister.

NOW THEREFORE the Board enacts as follows:

- 1. The Capital Bylaw of the Board approved by the Minister that specifies the supported projects in the Ministry's letter of May 11, 2021 from the 2021/22 Capital Plan is hereby adopted.
- 2. This Bylaw may be cited as School District No. 44 (North Vancouver) Capital Bylaw No. 2021/22-CPSD44-01.

READ A FIRST TIME THE 22nd DAY OF JUNE, 2021;
READ A SECOND TIME THE 22nd DAY OF JUNE, 2021;
READ A THIRD TIME, PASSED AND ADOPTED THE 22nd DAY OF JUNE, 2021.

CORPORATE SEAL

Board Chair

Secretary-Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 44 (North Vancouver) Capital Bylaw No. 2021/22-CPSD44-01 adopted by the Board the 22nd day of June, 2021.

Secretary-Treasurer

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

Meeting Date: June 22, 2021 **Board** **Board, in camera**

Topic (as per the Memorandum): **School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2021/22**

Narration:

Introduction and Summary

As required under the School Act, the Board must adopt its budget bylaw on or before June 30th for the next fiscal year. The draft 2021/22 Annual Preliminary Budget, which balances estimated expenses to forecasted revenues, is presented to the Board for their consideration this evening in the form specified by the Minister of Education, and is in the amount of \$206,430,223.

Budget Preparation Processes and Public Meetings

At its November 17, 2020, Public Meeting, the Board of Education approved the budget process for the 2021/22 Preliminary Annual Budget. The five partner groups; North Vancouver Parent Advisory Council (NVPAC), North Vancouver Teachers' Association (NVTAs), Canadian Union of Public Employees (CUPE Local 389), North Vancouver Administrators (NoVA), and District Student Leadership Council (DSLCC) were invited to attend Finance and Facilities Standing Committee meetings. At these meetings, they were provided budget information and opportunities for partner group presentations, group discussion, and input.

On February 2, 2021, there was a staff presentation on budget development components for 2021/22, including historical and current revenues and expenses, budget timelines, operating grant and the three-year forecast.

Members of the public were invited to provide budget feedback via email or Thought Exchange to inform the development of 2021/22 budget priorities. Submissions received from members of the public, and the NVSD partner groups were considered by the Executive team. At the April 27, 2021, Public Board Meeting, the Executive's recommendations for the 2021/22 budget priorities were presented to the Board for consideration. The recommendations were adopted by the Board as the budget directions.

The Audit Committee met June 10, 2021 to review the Preliminary Annual Budget. Staff provided an update on planning assumptions underlying student enrolments, revenue and expenses. No changes were made to the plan as a result of the Audit Committee review.

The 2021/22 Annual Preliminary Budget, in the form required by the Ministry of Education, incorporates the Board approved strategic directions and considers the budget requests put forward by the NVSD partner groups. The Board will consider adopting the 2021/22 Annual Budget Bylaw at this evening's meeting.

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

Attachments:

Annual Budget Bylaw for 2021/22
School District Annual Budget Fiscal Year 2021/22
2021/22 Budget Assumptions and Risks

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2021/22 be read a first time;

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2021/22 be read a second time;

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2021/22 be read a third time, passed and adopted.

Procedural Note:

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

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2021/2022 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2021/2022.
3. The attached Statement 2 showing the estimated revenue and expense for the 2021/2022 fiscal year and the total budget bylaw amount of \$206,430,223 for the 2021/2022 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2021/2022.

READ A FIRST TIME THE 22nd DAY OF JUNE, 2021;

READ A SECOND TIME THE 22nd DAY OF JUNE, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE 22nd DAY OF JUNE, 2021;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Annual Budget Bylaw 2021/2022, adopted by the Board the 22nd DAY OF JUNE, 2021.

Secretary Treasurer

Annual Budget

School District No. 44 (North Vancouver)

June 30, 2022

School District No. 44 (North Vancouver)

June 30, 2022

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

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READ A FIRST TIME THE 22nd DAY OF JUNE, 2021;

READ A SECOND TIME THE 22nd DAY OF JUNE, 2021;

READ A THIRD TIME, PASSED AND ADOPTED THE 22nd DAY OF JUNE, 2021;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Annual Budget Bylaw 2021/2022, adopted by the Board the 22nd DAY OF JUNE, 2021.

Secretary Treasurer

School District No. 44 (North Vancouver)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	15,302.000	15,384.813
Adult	8.000	10.563
Other	108.625	216.625
Total Ministry Operating Grant Funded FTE's	15,418.625	15,612.001
Revenues		
	\$	\$
Provincial Grants		
Ministry of Education	166,909,181	175,700,419
Other	6,600	6,600
Federal Grants	7,000	6,000
Tuition	6,133,000	5,121,950
Other Revenue	5,965,985	5,239,242
Rentals and Leases	2,227,017	1,922,434
Investment Income	466,750	377,303
Amortization of Deferred Capital Revenue	7,972,915	6,499,135
Total Revenue	189,688,448	194,873,083
Expenses		
Instruction	161,772,526	156,861,722
District Administration	6,287,424	6,107,006
Operations and Maintenance	29,763,202	30,320,654
Transportation and Housing	528,444	569,068
Total Expense	198,351,596	193,858,450
Net Revenue (Expense)	(8,663,148)	1,014,633
Budgeted Allocation (Retirement) of Surplus (Deficit)	5,553,993	2,271,193
Budgeted Surplus (Deficit), for the year	(3,109,155)	3,285,826
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(3,109,155)	3,285,826
Budgeted Surplus (Deficit), for the year	(3,109,155)	3,285,826

School District No. 44 (North Vancouver)

Annual Budget - Revenue and Expense

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	165,182,571	153,966,175
Operating - Tangible Capital Assets Purchased	499,000	662,000
Special Purpose Funds - Total Expense	20,958,328	29,394,949
Special Purpose Funds - Tangible Capital Assets Purchased	579,627	2,272,017
Capital Fund - Total Expense	12,210,697	10,497,326
Capital Fund - Tangible Capital Assets Purchased from Local Capital	7,000,000	10,000,000
Total Budget Bylaw Amount	206,430,223	206,792,467

Approved by the Board

Signature of the Chairperson of the Board of Education Date Signed

Signature of the Superintendent Date Signed

Signature of the Secretary Treasurer Date Signed

School District No. 44 (North Vancouver)

Statement 4

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Surplus (Deficit) for the year	(8,663,148)	1,014,633
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,078,627)	(2,934,017)
From Local Capital	(7,000,000)	(10,000,000)
Total Acquisition of Tangible Capital Assets	(8,078,627)	(12,934,017)
Amortization of Tangible Capital Assets	12,210,697	10,497,326
Total Effect of change in Tangible Capital Assets	4,132,070	(2,436,691)
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	(4,531,078)	(1,422,058)

School District No. 44 (North Vancouver)

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	148,441,226	147,955,756
Other	6,600	6,600
Federal Grants	7,000	6,000
Tuition	6,133,000	5,121,950
Other Revenue	2,895,985	1,319,242
Rentals and Leases	2,227,017	1,922,434
Investment Income	416,750	375,000
Total Revenue	160,127,578	156,706,982
Expenses		
Instruction	140,950,844	130,322,162
District Administration	6,237,424	6,057,006
Operations and Maintenance	17,505,859	17,135,140
Transportation and Housing	488,444	451,867
Total Expense	165,182,571	153,966,175
Net Revenue (Expense)	(5,054,993)	2,740,807
Budgeted Prior Year Surplus Appropriation	5,553,993	2,271,193
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(499,000)	(662,000)
Local Capital		(4,350,000)
Total Net Transfers	(499,000)	(5,012,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2022

	2022 Annual Budget \$	2021 Amended Annual Budget \$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	145,310,827	140,130,676
Other Ministry of Education Grants		
Pay Equity	2,966,047	2,966,047
Funding for Graduated Adults		8,140
Student Transportation Fund	40,566	40,566
Support Staff Benefits Grant	103,546	200,890
Teachers' Labour Settlement Funding		4,109,123
Early Career Mentorship Funding		330,000
FSA Grant	17,740	17,740
Early Learning Framework Implementation	2,500	2,574
French Immersion Remote Learning		150,000
Total Provincial Grants - Ministry of Education	148,441,226	147,955,756
Provincial Grants - Other	6,600	6,600
Federal Grants	7,000	6,000
Tuition		
Summer School Fees	55,000	61,950
International and Out of Province Students	6,078,000	5,060,000
Total Tuition	6,133,000	5,121,950
Other Revenues		
Miscellaneous		
Cheakamus Centre	852,000	40,000
Band and Strings	541,570	439,000
Academy Fees	873,315	293,280
Donations and Recoveries	75,000	28,000
Artists for Kids	260,100	216,640
Cafeteria and Vending	35,500	9,000
Other	258,500	293,322
Total Other Revenue	2,895,985	1,319,242
Rentals and Leases	2,227,017	1,922,434
Investment Income	416,750	375,000
Total Operating Revenue	160,127,578	156,706,982

School District No. 44 (North Vancouver)

Schedule 2B

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2022

	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$
Salaries		
Teachers	74,971,305	71,001,504
Principals and Vice Principals	11,151,924	10,471,845
Educational Assistants	14,230,755	11,632,177
Support Staff	12,571,336	12,410,171
Other Professionals	4,531,088	4,419,432
Substitutes	3,976,450	3,868,866
Total Salaries	121,432,858	113,803,995
Employee Benefits	28,733,766	27,581,074
Total Salaries and Benefits	150,166,624	141,385,069
Services and Supplies		
Services	7,317,222	5,303,328
Student Transportation	87,000	66,200
Professional Development and Travel	663,575	577,050
Dues and Fees	61,500	60,300
Insurance	448,000	440,000
Supplies	3,538,700	3,357,976
Utilities	2,899,950	2,776,252
Total Services and Supplies	15,015,947	12,581,106
Total Operating Expense	165,182,571	153,966,175

School District No. 44 (North Vancouver)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2022

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	59,214,773	4,103,976	1,661,962	1,866,193		3,350,450	70,197,354
1.03 Career Programs	74,225	19,537		189,948		7,500	291,210
1.07 Library Services	2,555,393		146,469	126,025		12,500	2,840,387
1.08 Counselling	2,546,559					3,000	2,549,559
1.10 Special Education	6,424,508	246,168	11,622,259	684,140		240,000	19,217,075
1.30 English Language Learning	1,715,719					8,000	1,723,719
1.31 Indigenous Education	526,615	136,760	479,621			9,000	1,151,996
1.41 School Administration		6,508,723		798,517		36,500	7,343,740
1.60 Summer School	244,645			7,000			251,645
1.62 International and Out of Province Students	1,668,868			104,998	183,697		1,957,563
1.64 Other					189,347	47,000	236,347
Total Function 1	74,971,305	11,015,164	13,910,311	3,776,821	373,044	3,713,950	107,760,595
4 District Administration							
4.11 Educational Administration				60,296	792,005		852,301
4.40 School District Governance					205,568		205,568
4.41 Business Administration		136,760		1,094,962	1,682,718	11,000	2,925,440
Total Function 4	-	136,760	-	1,155,258	2,680,291	11,000	3,983,309
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				360,091	1,477,753		1,837,844
5.50 Maintenance Operations				6,900,715		251,500	7,152,215
5.52 Maintenance of Grounds				378,451			378,451
5.56 Utilities							-
Total Function 5	-	-	-	7,639,257	1,477,753	251,500	9,368,510
7 Transportation and Housing							
7.70 Student Transportation			320,444				320,444
Total Function 7	-	-	320,444	-	-	-	320,444
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	74,971,305	11,151,924	14,230,755	12,571,336	4,531,088	3,976,450	121,432,858

School District No. 44 (North Vancouver)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2022

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2022 Annual Budget	2021 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	70,197,354	17,151,630	87,348,984	3,818,556	91,167,540	85,892,268
1.03 Career Programs	291,210	66,918	358,128	73,825	431,953	390,708
1.07 Library Services	2,840,387	694,207	3,534,594	12,000	3,546,594	3,464,245
1.08 Counselling	2,549,559	627,970	3,177,529	32,750	3,210,279	3,135,488
1.10 Special Education	19,217,075	4,351,319	23,568,394	401,450	23,969,844	20,616,496
1.30 English Language Learning	1,723,719	424,081	2,147,800	19,000	2,166,800	2,041,475
1.31 Indigenous Education	1,151,996	267,643	1,419,639	53,500	1,473,139	1,420,249
1.41 School Administration	7,343,740	1,770,941	9,114,681	134,900	9,249,581	8,408,904
1.60 Summer School	251,645	61,101	312,746	9,500	322,246	308,088
1.62 International and Out of Province Students	1,957,563	473,237	2,430,800	1,180,350	3,611,150	3,909,854
1.64 Other	236,347	46,921	283,268	1,518,450	1,801,718	734,387
Total Function 1	107,760,595	25,935,968	133,696,563	7,254,281	140,950,844	130,322,162
4 District Administration						
4.11 Educational Administration	852,301	146,709	999,010	241,440	1,240,450	1,148,612
4.40 School District Governance	205,568	17,103	222,671	89,300	311,971	300,785
4.41 Business Administration	2,925,440	563,647	3,489,087	1,195,916	4,685,003	4,607,609
Total Function 4	3,983,309	727,459	4,710,768	1,526,656	6,237,424	6,057,006
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	1,837,844	195,451	2,033,295	476,560	2,509,855	2,344,676
5.50 Maintenance Operations	7,152,215	1,711,875	8,864,090	2,869,450	11,733,540	11,600,123
5.52 Maintenance of Grounds	378,451	87,013	465,464	507,000	972,464	1,007,341
5.56 Utilities	-	-	-	2,290,000	2,290,000	2,183,000
Total Function 5	9,368,510	1,994,339	11,362,849	6,143,010	17,505,859	17,135,140
7 Transportation and Housing						
7.70 Student Transportation	320,444	76,000	396,444	92,000	488,444	451,867
Total Function 7	320,444	76,000	396,444	92,000	488,444	451,867
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	121,432,858	28,733,766	150,166,624	15,015,947	165,182,571	153,966,175

School District No. 44 (North Vancouver)

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2022

	2022	2021 Amended
	Annual Budget	Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	18,467,955	27,744,663
Other Revenue	3,070,000	3,920,000
Investment Income		2,303
Total Revenue	21,537,955	31,666,966
Expenses		
Instruction	20,821,682	26,539,560
District Administration	50,000	50,000
Operations and Maintenance	46,646	2,688,188
Transportation and Housing	40,000	117,201
Total Expense	20,958,328	29,394,949
Net Revenue (Expense)	579,627	2,272,017
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(579,627)	(2,272,017)
Total Net Transfers	(579,627)	(2,272,017)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2022

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$		\$	\$	\$	\$
Deferred Revenue, beginning of year	-	-	3,750,000	-	-	-	-	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	626,273	505,930		229,396	61,250	276,882	1,160,768	6,101,085	9,220,551
Other			3,000,000						
	626,273	505,930	3,000,000	229,396	61,250	276,882	1,160,768	6,101,085	9,220,551
Less: Allocated to Revenue	626,273	505,930	3,000,000	229,396	61,250	276,882	1,160,768	6,101,085	9,220,551
Deferred Revenue, end of year	-	-	3,750,000	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	626,273	505,930		229,396	61,250	276,882	1,160,768	6,101,085	9,220,551
Other Revenue			3,000,000						
	626,273	505,930	3,000,000	229,396	61,250	276,882	1,160,768	6,101,085	9,220,551
Expenses									
Salaries									
Teachers						51,960	259,800		7,397,747
Principals and Vice Principals						47,866			
Educational Assistants		411,560					417,804	4,963,062	
Support Staff				183,249			42,314		
Substitutes									
	-	411,560	-	183,249	-	99,826	719,918	4,963,062	7,397,747
Employee Benefits		94,370		42,019		22,185	169,520	1,138,023	1,822,804
Services and Supplies	46,646		3,000,000	4,128	61,250	154,871	271,330		
	46,646	505,930	3,000,000	229,396	61,250	276,882	1,160,768	6,101,085	9,220,551
Net Revenue (Expense) before Interfund Transfers	579,627	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(579,627)								
	(579,627)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2022

	First Nation Student Transportation	Carlile Youth Inpatient	Metro Regional Implementation	Violence Prevention	TOTAL
	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	40,000	-	300,000	-	4,090,000
Add: Restricted Grants					
Provincial Grants - Ministry of Education		245,820			18,427,955
Other			50,000	20,000	3,070,000
	-	245,820	50,000	20,000	21,497,955
Less: Allocated to Revenue	40,000	245,820	50,000	20,000	21,537,955
Deferred Revenue, end of year	-	-	300,000	-	4,050,000
Revenues					
Provincial Grants - Ministry of Education	40,000	245,820			18,467,955
Other Revenue			50,000	20,000	3,070,000
	40,000	245,820	50,000	20,000	21,537,955
Expenses					
Salaries					
Teachers		129,900			7,839,407
Principals and Vice Principals		14,538			62,404
Educational Assistants					5,792,426
Support Staff					225,563
Substitutes		25,500			25,500
	-	169,938	-	-	13,945,300
Employee Benefits		39,090			3,328,011
Services and Supplies	40,000	36,792	50,000	20,000	3,685,017
	40,000	245,820	50,000	20,000	20,958,328
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	579,627
Interfund Transfers					
Tangible Capital Assets Purchased					(579,627)
	-	-	-	-	(579,627)
Net Revenue (Expense)	-	-	-	-	-

School District No. 44 (North Vancouver)

Annual Budget - Capital Revenue and Expense
Year Ended June 30, 2022

	2022 Annual Budget			2021 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Investment Income		50,000	50,000	
Amortization of Deferred Capital Revenue	7,972,915		7,972,915	6,499,135
Total Revenue	7,972,915	50,000	8,022,915	6,499,135
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	12,210,697		12,210,697	10,497,326
Total Expense	12,210,697	-	12,210,697	10,497,326
Net Revenue (Expense)	(4,237,782)	50,000	(4,187,782)	(3,998,191)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,078,627		1,078,627	2,934,017
Local Capital			-	4,350,000
Total Net Transfers	1,078,627	-	1,078,627	7,284,017
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	7,000,000	(7,000,000)	-	
Total Other Adjustments to Fund Balances	7,000,000	(7,000,000)	-	
Budgeted Surplus (Deficit), for the year	3,840,845	(6,950,000)	(3,109,155)	3,285,826

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

BACKGROUND

The 2021/22 Preliminary Annual Budget provides a planning framework to guide the School District's staffing and organizational plans for the upcoming school year. Revenue projections are based on early student enrolment forecasts prepared February 2021, and staffing projections are based on the proposed classroom configuration developed throughout the spring, and reflect the most up to date student enrolment available.

The 2021/22 Preliminary Annual Budget has been developed in consultation with the School District partner groups, community feedback, and considers the Board's 2021-2031 Strategic Priorities. The overarching theme to developing this year's budget has been a "Maintain and Hold" approach. Maintaining core services to students, and adding back when possible.

Throughout its development process, elements of the Preliminary Budget were shared with the Board at the following meetings:

February 2nd Public Standing Committee Meeting – Building the Budget

April 6th Public Standing Committee Meeting – Partner Group Presentations

May 4th Public Standing Committee Meeting – Comprehensive Overview of School District Revenues

June 8th Public Standing Committee Meeting – Comprehensive Overview of School District Expenses and Analysis of Accumulated Operating Surplus

2021/22 PRELIMINARY OPERATING BUDGET REVENUE PLANNING ASSUMPTIONS

OPERATING FUND – BUDGETED REVENUE ITEMS: (Schedule 2A, Page 7)

1. Ministry of Education Basic Operating Grant \$145,310,827

The Basic Operating Grant is based on student enrolment, in the following categories:

- Standard (Regular) School)
- Alternate Schools
- Distributed Learning
- Summer Learning
- Adult Learners

In February of each year, the School District submits carefully developed estimates for each category of student enrolment for the following three school years. The Ministry uses these estimates to calculate the Preliminary Operating Grant estimate. In September, through the 1701 reporting process, actual student enrolment is confirmed. The Ministry will issue a revised Operating Grant estimate later in December, based on confirmed student enrolment in each of the categories.

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

2. Ministry of Education Supplemental Operating Grant

In addition to the Basic Operating Grant, the Supplemental Operating Grant, also based on enrolment, provides added funding for additional categories of students including:

- Level 1, 2, 3 students with diverse learning abilities
- Indigenous learners
- English Language Learners

Actual enrolment of these students is confirmed in the same 1701 reporting process in the fall. An amended Supplemental Operating Grant is paid to the School District based on confirmed student enrolments starting in December.

A comparative overview of the 2021/22 Student Enrolment estimates, and the grant per student FTE are presented in the following table:

	<i>Student Enrolment</i>			<i>Ministry Funding</i>		
	2021/22 Prelim FTE	2020/21 Amended FTE	Change	2021/22 Prelim \$ per FTE	2020/21 Amended \$ per FTE	Change \$
Basic Operating Grant						
<i>Standard School</i>	14,900.000	15,079.930	(179.930)	7,885	7,560	325
<i>Alternate Schools</i>	205.000	205.000	-	7,885	7,560	325
<i>Distributed Learning</i>	<u>50.000</u>	<u>46.625</u>	<u>3.375</u>	6,360	6,100	260
<i>Sept Estimated Enrolment</i>	<u>15,155.000</u>	<u>15,331.555</u>	<u>(176.555)</u>			
Supplemental Grant						
<i>Level 1</i>	16	17	(1)	44,850	43,000	1,850
<i>Level 2</i>	600	566	34	21,280	20,400	880
<i>Level 3</i>	205	193	12	10,750	10,300	450
<i>Indigenous Learners</i>	620	603	17	1,565	1,500	65
<i>English Language Learners</i>	1,025	1,017	8	1,585	1,520	65
Other Funded Enrolment Other Funded Students						
<i>Summer Learning 1-9</i>	215	104	111	224	215	9
<i>Summer Learning 10-12</i>	650	675	(25)	448	430	18
<i>Adult Learners</i>	8	4	4	5,030	4,823	207

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

In order to accurately compare the effective year over year increase in the Operating Grant, other funding delivered outside of the Basic and Supplemental Operating Grants that was received in 2020/21 should be considered in the analysis. Most significantly, \$4.1M of funding for Teacher Labour Settlement costs in 2019/20 and 2020/21 were received in addition to the Basic Operating Grant Amounts.

Considering these funds as part of the total Operating Grants received in fiscal 2020/21 provides a more accurate comparison of year over year funding:

	2019/2020 Actual	2020/21 Amended Annual Budget	2021/22 Preliminary Annual Budget	% of Total Revenue	Change - 2021/22 to 2020/21
Operating Revenues					
Operating Grant - Min of Ed	\$137,468,116	\$ 140,130,676	\$ 145,310,827	90.75%	\$ 5,180,151
Other Min of Ed Grants	6,792,397	7,345,080	3,130,399	1.95%	(4,214,681)
Total Ministry Grants	\$ 144,260,513	\$ 147,475,756	\$ 148,441,226	92.70%	\$ 965,470

Other Ministry of Education Grants 2021/2022:

- Pay Equity - \$2,966,047 (unchanged from last year)
- CUPE Extended Health Benefits \$103,456
- Transportation Grant \$40,566
- Foundation Skills Assessment \$17,740
- Early Literacy \$2,500

3. International Tuition Fees

Tuition fee revenue has been estimated at \$6,070,800; an increase over prior year by \$1,010,800. International student revenue is expected to gradually increase as travel restrictions are lifted, and the impact of COVID-19 on travel recedes. Estimated International student enrolment has been set at 375 FTEs; an increase from 310 FTEs last year. Management considers this estimate to be conservative, and achievable in this year's budget.

4. Other Revenues

Other Significant Revenues include:

- Band and Strings Revenue - \$531,570 – contemplates a full resumption of the program in the fall, up from \$439,000 in prior year
- Academies Revenues - \$873,315 – up from \$293,280 in the previous year, and planning for full resumption of programming
- Cheakamus Centre Programming is expected to gradually resume throughout the fall, and planning for full operations in the 4th quarter. Revenues are estimated to be \$852,000, which is approximately 40-50% of a typical year.
- Cafeteria and Vending services Revenue - \$35,500 – is based on full resumption of services in the fall

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

- Artists for Kids Programs - \$260,100. Programs are expected to be fully operational starting in September, while the summer camps will not run this year due to COVID-19. The expansion last year of spring day camp programs operating safely under COVID-19 protocols have replaced much of the forgone summer camp revenue and are planned for again this year.

5. Rentals & Lease Income

Throughout the 2020/21 school year, the leased schools and childcare spaces continued to operate as usual, and the School District experienced no loss of rental income. The after hours community use of school spaces was completely shut down for the full year however, resulting in approximately \$400,000 of lost revenue. For the 2021/22 school year, community use of school space is expected to resume gradually, and the District is estimating revenues to be \$300,000 for the year, approximately 60% of a normal year. The leased schools and child care spaces are expected to generate \$2.2M revenue for the upcoming school year.

6. Investment Income

Investment Income is projected to be \$416,750. The Ministry’s Central Deposit Program earns 1.45% interest. The rate is variable, and Management does not anticipate further decreases during the planning period. Additional interest revenue at prime less 1.9% is paid on cash balances in the School District’s Operating Account.

OPERATING FUND – BUDGETED SALARIES AND BENEFITS EXPENSE ITEMS: (Schedule 2B, Page 7)

1. FTE Staffing Analysis:

Comparative FTE 2021/22 Preliminary Budget to 2020/21 Amended

Employee Group	2021/22	2020/21	Change
Administrators	82.00	81.50	0.50
Teachers	959.99	959.37	0.62
Support	663.31	631.86	31.45
Exempt/Other	<u>48.25</u>	<u>49.35</u>	<u>(1.10)</u>
Total	1,753.55	1,722.08	31.47

The Operating Plan contemplates the restoration of 0.5 FTE administrative positions to support the implementation of innovative careers curriculum education in alignment with Board priorities. Overall teaching FTE positions are estimated to be slightly higher, by 0.62 FTE for a total teaching complement equivalent to 960 FTEs. This number will likely continue to fluctuate until the classroom organization is finalized in September.

Support positions include all CUPE unionized staff positions. The School District plans to increase direct supports to students by reinstating to the pre-COVID-19 complement of Educational Assistants. Prior year’s planning assumption included a phased reopening of schools, and a reduction of staffing levels at the secondary level as a result of the changes to the school calendar (quarter system). Throughout the

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

2020/21 school year, Educational Assistant staffing has been increased from 315 FTEs in the 2020/21 Amended Budget to 365 FTEs in the 2021/22 Preliminary Annual Budget.

Regular staff positions for custodians are returning to the pre-COVID-19 levels of 90 FTEs, while an additional 5,500 casual support hours have been added to the Casual Custodian pool. This will provide the flexibility to target cleaning resources where needed in the upcoming school year. Further guidance is expected when the Provincial Health Officer and the Ministry of Education update the Educational Standards Guide for K-12 under BC's Restart Plan. The updated guidelines will provide direction on cleaning requirements, which will inform resource requirements of both staffing and cleaning supplies.

Other secondary support positions, approximately 5.6 FTE that were reduced in 2020/21 will continue to be held back as a result of changes to the secondary calendar in 2021/22. These positions will be reviewed in late August, and consideration will be given to reinstatement depending on enrolment, educational needs and funding availability.

Support positions temporarily funded in 2020/21 through the Federal and Provincial COVID-19 Restart funds included approximately 10.0 FTE Supervision Aides, 13.5 FTE Custodial positions and 1.1 FTE exempt positions and are not planned to continue beyond the end of the current school year.

2. Planning assumptions for Staff Salaries include:

- Average Teacher salary estimate of \$86,600.
- Average Administrator salary of \$136,760.
- 2% increase in salary estimate has been provided for CUPE support staff salaries in accordance with the collective agreement.
- 2% plus \$400,000 has been provided for Teacher salary increments and progression through the grid in accordance with the collective agreement.
- \$360,000 is included in Teacher salary expense to provide for the cost of providing Supplemental Unemployment Benefits.
- Up to 3% increase in salary estimate has been provided for Management and Exempt employees for salary increments and salary grid progression
- No provision has been included for Executive leadership compensation.
- As preliminary Classroom Enhance Funding (CEF) is estimated at 90% of staffing needs, up to 12.0 FTE Teacher positions will be funded in the interim from the Operating Grant pending confirmation of final CEF grant funding in the fall.

3. Employee Benefits

Salary Benefits expense estimate has been updated to reflect current average cost by category of employee and included in the Preliminary Annual Budget. The total cost to provide employee benefits is reduced this year by approximately \$546,000 in Benefit Premium Holidays savings that will be taken over the course of the 2021/22 school year.

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

Other Significant Expenditures by Object (Page 7 con't):

4. Services

The Preliminary Annual Budget includes several program expenditures relating to Academies, International Students, and the Cheakamus Centre.

- \$530,000 increase to Services in respect of fees paid to Academy service providers.
- \$350,000 increase to Services in respect of International student commissions paid to agents.
- \$138,000 increase for health insurance premiums on behalf of international students.
- \$1.3M increase for expenses relating to the resumption of operations at the Cheakamus Centre.

5. Professional Development and Travel

The Professional Development and Travel budget has been increased in a phased approach, consistent with the expectation that in-person professional development opportunities will resume in the spring.

6. Supplies

The supplies budget has been increased by \$125,000 to provide for added custodial cleaning supplies. The school block budgets have been fully restored to 2019/20 levels, however this added expense is offset by an almost equal reduction to the prior year carryforward amount which is included each year as a budget expense.

OPERATING FUND – USE OF ACCUMULATED OPERATING SURPLUS – (Schedule 2, Page 5)

Total Budgeted Operating Fund Revenues 2021/22	\$160,127,578
Total Budgeted Operating Fund Expenses 2021/22	<u>(\$165,182,571)</u>
Current Year Operating Fund Budgeted Deficit 2021/22	(\$5,054,993)
Deduct: Operating Funds used to acquire Tangible Capital Assets	<u>(\$499,000)</u>
Total Appropriation of Prior Year Operating Surplus (required to balance the budget)	<u>(\$5,553,993)</u>

OPERATING FUND – Projected June 30, 2022 Balance in Accumulated Operating Surplus

July 1, 2021 Projected Opening Balance Accumulated Operating Surplus	\$ 8,812,647
Deduct: 2021/22 Budgeted Use of Operating Surplus	<u>(\$5,553,993)</u>
June 30, 2022 Projected Accumulated Operating Surplus balance	<u>\$ 3,258,654</u>

Looking further ahead, in the 2022/23 fiscal year, the School District will continue to rebuild the district generated revenues, most significantly, the International Student Program. As a result, it is prudent that sufficient Accumulated Operating Surplus is available to address potential additional budget shortfalls in future years.

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

LOCAL CAPITAL FUND – Budgeted Uses and Expected Balances:

June 30, 2021 Year End Local Capital Surplus Balance is estimated to be approximately \$9,580,000

Opening Balance Local Capital Surplus, July 1, 2020	\$14,430,000
Deduct: Estimated use of Local Capital Funds July 1, 2020-June 30, 2021	(\$9,200,000)
Add: Budgeted Contributions during 2020/21 (Amended Budget)	<u>\$4,350,000</u>
Estimated Closing Balance of Local Capital Funds at June 30, 2021	<u>\$9,580,000</u>

The use of Local Capital Funds proposed within the 2021/22 Preliminary Annual Budget:

Completion of Phase II Argyle Capital Project	\$2,800,000
Utilization of Local Capital for technology	\$ 700,000
Acquisition of furniture and equipment for Handsworth	\$1,000,000
Cheakamus Centre capital work	<u>\$2,500,000</u>
Total Budgeted Local Capital Expenditures during 2021/22	<u>\$7,000,000</u>

The 2021/22 Preliminary Annual Operating Budget does not provide for any additional transfers during the year to the Local Capital Fund. It is anticipated that the June 30, 2022 year end Local Capital Surplus Balance will be approximately \$2,580,000, allocated as follows:

- \$280,000 for Capital Construction Projects
- \$900,000 for Technology
- \$1,400,000 for contingent or emergent capital needs, fleet, Board office, Maintenance Yard etc.

SPECIAL PURPOSE FUNDS – REVENUES AND EXPENSES – (Schedules 3&3A, Page 10-12)

Special Purpose Funds are restricted grant funds that have been provided for a specific program or purpose. All revenues and expenses must be accounted for and reported separately from the operating funds. Included as part of the Special Purpose Funds are all of the school fees collected directly by the schools. These amounts are combined, and reported as a single revenue with associated expenses within the Special Purpose Fund. The 2021/22 estimates for School Generated Funds revenues and expenses are \$3,000,000.

The School District provides several other programs and services which are accounted for separately in the Special Purpose Fund. These include:

Annual Facility Grant (AFG)	Classroom Enhancement Fund (CEF)	Learning Improvement Fund
School Generated Funds	First Nations Transportation	CommunityLINK
OLEP (French Grant)	Ready, Set, Learn	Carlisle Youth Inpatient
Violence Prevention	Metro Regional Implementation	Changing Results for Young Children
Strong Start		

**2021/22
PRELIMINARY ANNUAL BUDGET
NOTES AND ASSUMPTIONS**

Classroom Enhancement Funding (CEF)

The preliminary CEF staffing grant is provided at 90% of the estimated cost to fund the teaching staff required to meet class size and composition language. In the Ministry spring Preliminary Operating Grant estimate, CEF grants are as follows:

- \$9,220,551 which funds approximately 85.5 FTE teachers
- \$6,101,085 which funds approximately 107.5 FTE Educational Assistants
- \$0 Remedy funding. Remedies are calculated in the fall after the 1701 Report, and funded later in the school year

The operating budget includes 100% of the collective agreement obligations. Up to 12.0 FTE Teacher positions will be funded in the interim from the Operating Grant pending confirmation of final CEF grant funding in the fall.

Capital Expenditures Included within Special Purpose Funds (Fund 3)

Budgeted Capital Expenditures included in Special Purpose Funds (Fund 3) include:

Grant Name	Budgeted Capital Expenditure	Purpose
Annual Facility Grant	\$579,627	To improve or extend the estimated service life of School District Facilities.

SCHEDULE 4 CAPITAL REVENUE AND EXPENSE Schedule 4. Pg 13

Planned Capital Expenditures (from Operating Funds) for the current Fiscal Year include:

Computer Software purchased through School Block Funds	\$100,000
Computer Equipment Purchases- DMA Academy (funded by program fees)	25,000
Wireless Access Points	175,000
Miscellaneous Equipment	35,000
Photocopier Lease Principal Repayment	<u>\$164,000</u>
Total Capital Purchases and Repayment of long term debt:	<u>\$499,000</u>
Total Budgeted Capital Acquisitions & Debt repayment from Operating Funds:	\$499,000
Add: Budgeted Capital Acquisitions, Fund 3 (Special Purpose)	<u>\$579,627</u>
Total Budgeted Capital Acquisitions	<u>\$1,078,627</u>

Preliminary Budget Bylaw Adoption Timeline

The Preliminary Budget Bylaw must be passed by the Board and submitted to the Ministry before June 30 each year. The Audit Committee met June 10, 2021 to review the Preliminary Annual Budget. Staff provided an update on planning assumptions underlying student enrolments, revenue and expenses. No changes were made to the plan as a result of the Audit Committee review.

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

Meeting Date: June 22, 2021 **Board** **Board, in camera**

Topic (as per the Memorandum): **Anti-Racism Steering Committee Report/Update**

Narration:

At the Public Board Meeting of September 22, 2020, the Board recommended and passed the following motion:

"that the Board of Education direct the Superintendent to create a Representative Working Group to explore the prevalence of explicit and implicit racism and micro-aggressions within the North Vancouver School District;

and, that the Representative Working Group create a set of recommendations for consideration that are presented to the Board of Education at the June 2021 Public Board meeting."

On October 15, 2021 Superintendent Mark Pearmain created the Anti-Racism Steering Committee and asked the educational partner group executive to appoint their representatives. The Steering Committee has met seven (7) times over the course of the year. Superintendent Mark Pearmain along with students Jessica Day and Mabel Nahanee will provide an oral and written report to the Board of Education on the work of the Anti-Racism Steering Committee to date.

Attachment:

Anti-Racism Committee - Report to the Board of Education (June 2021)



Artwork by Layla, Grade 5 Student at Highlands

Report from the Anti-Racism Steering Committee

Report to the Board of Education

June 22, 2021

Contents

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1.0 Anti-Racism

The North Vancouver Board of Education's shared values set the tone for how we relate to one another in pursuing common goals. In the North Vancouver School District, we relate to each other with care and appreciation. We honour diversity and recognize the exceptional in everyone. All students, parents/guardians, employees and the community at large should be treated with respect. Schools should be safe and welcoming places to learn and work.

The North Vancouver School District continually strives to improve its operations and outcomes for students. Further, the School District is guided by core values of Trust, Respect, Responsibility and Collaboration. In light of the global discussion on race and race relations, both in the United States and Canada, it is imperative for public institutions to review their practices and systems to ensure that all staff and students have equal access to opportunity and success.

The North Vancouver School District, as a civic organizational leader of our community, is committed to continual improvement and reflective practice. It is incumbent upon the School District to reflect on its' practice to ensure all students and staff are having equal opportunity for success and to break down any barriers that may be affecting any Black, Indigenous, People of Color (also known as BIPOC) students or staff, while also creating a space for dialogue and communication.

1.1 Board Motions

At the Public Board Meeting of September 22, 2020, the Board recommended and passed the following motions:

"that the Board of Education direct the Superintendent to create a Representative Working Group to explore the prevalence of explicit and implicit racism and micro-aggressions within the North Vancouver School District; and,

that the Superintendent report at the October Public Board of Education Meeting with a proposed plan that includes:

- **Draft Budget;**
- **Draft Framework for a BIPOC inclusive Representative Working Group;**
- **Draft Proposed facilitator(s) (preferably a member of the BIPOC community with experience in facilitating community engagement processes on Race and Inequality);**
- **Draft Terms of Reference for the Representative Working Group; and,**
- **Draft Tentative Engagement Plan- including various methods to engage students, staff and the larger community;**

and, that the Representative Working Group create a set of recommendations for consideration that are presented to the Board of Education at the June 2021 Public Board meeting."

At the Public Board Meeting of October 22, 2020, Superintendent Mark Pearmain reported on the work that has been started with the Anti-Racism Steering Committee including a draft Terms of Reference, Budget, Steering Committee Membership and Engagement Plan. The Board passed the following motions:

"that the Board of Education accept the Terms of Reference, Budget, Engagement Plan and Steering Committee Membership; and,

that the Superintendent host the inaugural meeting of the Anti-Racism Steering Committee no later than November 30, 2020."

2.0 Anti-Racism Steering Committee

The Board of Education directed the Superintendent to create a representative committee/group to explore the prevalence of explicit and implicit racism and micro-aggressions within the North Vancouver School District. On October 15, 2021 Superintendent Mark Pearmain created the Anti-Racism Steering Committee and asked the educational partner group executive to appoint their representatives.

2.1 Objectives

The objectives of the Anti-Racism Steering Committee are:

- To explore the prevalence of explicit and implicit racism and micro-aggressions within the North Vancouver School District;
- To create a safe and open space for dialogue regarding systemic or other forms of racism for students, staff and community;
- To develop and implement an engagement plan for students, staff and community members to provide insight and feedback to the North Vancouver School District on racism/systemic racism;
- To draft recommendations to the Board of Education for consideration to promote anti-racism within the North Vancouver School District.

2.2 Membership

The Anti-Racism Steering Committee consists of the Superintendent, the District Principal of Safe & Caring Schools, one representative from each of the School District employee groups (NVTA, NOVA, CUPE) as well as two parent representatives (minimum one BIPOC) from the NVPAC, two student (minimum one BIPOC) representatives from the Student Leadership Council and one representative each from the Skwxwú7mesh and Tsleil-Waututh Nations. The committee appointed one Indigenous student and one Black student through consultation with committee members. Other persons with specialized skills may be appointed to the Committee from time to time and/or for specific purposes. The Superintendent will be the co-chair with the other co-chair(s) recommended by the committee.

Name	Position	Description
Mark Pearmain	Co-chair	Superintendent
Brad Baker	Member	District Principal, Safe & Caring Schools, Indigenous Education
Valerie Jacober	CUPE rep	Behaviour Support Worker, Carson Graham Secondary
Sanjeet Johal	NOVA rep	Principal, Seymour Heights Elementary

Name	Position	Description
Carolyn Pena/Katrina Russell	NVTA rep	President, NVTA
Chris McKenzie	NVPAC rep	Parent
Zee Noorani	NVPAC rep	Parent
Tracy Mitchell	Słwxwú7mesh rep	Manager of Esłha7an Learning Centre
Vacant	Tsleil-Waututh rep	
Jessica Day	Co-chair	Student
Mabel Nahanee	Co-chair	Student
Vacant	DSLCL reps	
Taralee Hallson	Admin Support	Executive Assistant, Superintendent's Office

At the January 18, 2021 meeting, the committee were unanimous that the co-chair position of the Anti-Racism Steering Committee should be shared by the two student representatives. Jessica Day and Mabel Nahanee agreed to co-chair with the Superintendent.

Co-chairs met prior to each Anti-Racism Steering Committee meeting to plan the agenda.

2.3 Meetings Summary

The Anti-Racism Steering Committee met virtually on the following dates:

- December 2, 2020
- January 18, 2021
- February 8, 2021
- March 29, 2021

- April 19, 2021
- May 31, 2021
- June 17, 2021

Topics discussed at the meetings included the position of co-chair(s), ways to engage with racialized and marginalized groups, Black Shirt Day, Black History Month, policy review, sub-groups, consultants/facilitators, celebrating diversity, professional development, and resources. There was consensus on selecting a consulting company to assist the Board of Education in its work.

3.0 Facilitator/Consultant

Members of the Anti-Racism Steering Committee were in agreement with the recommendation by Brad Baker, District Principal, Safe and Caring Schools and Indigenous Education and Mark Pearmain, Superintendent, to enter into contract with Bakau Consulting to conduct a diversity and inclusion audit, facilitate engagement through focus groups and conduct a review of our current policies and procedures.

About Bakau Consulting:

Bakau Consulting is an expansive and dynamic consulting company focusing on diversity, equity, inclusion and justice in professional and community contexts alike. We are a full service consulting company that offers diversity and inclusion audits, data analysis, report presentation, policy development and facilitation on a variety of topics. We are passionate about helping our clients enhance their commitment to safe, respectful and inclusive spaces. We have our finger on the pulse of local and global politics, cultural transformation, social activism and progressive business management. We channel our collective wisdom, passion for meaningful change, community-minded approach and love for a better world into doing great work for clients across a myriad of industries, cities and countries.

<https://www.bakauconsulting.com/>

Bakau Consultants:

Cicely Belle Blain, CEO & Principal Consultant

Koshiki Tanaka, Equity & Inclusion Strategist (Policy) – primary consultants

Will Shelling, Equity & Inclusion Strategist (Education) – primary consultants

Proposed Work:

Student & Parent Focus Groups

A facilitated conversation with students and parents to:

- Create a safe space for honest dialogue
- Give deeper understanding of lived experiences within the school district
- Provide students an opportunity to offer expansive feedback to the school district
- Engage with parents of elementary school students to provide feedback
- Findings compiled into a report

Full Audit

You don't know what you don't know. Our Full Audit gives you a starting place for making your anti-racism plan.

- Internal Survey tailored to your school district, gathering feedback from teachers, staff, administrators.
- External Survey for parents, board members and community members to contribute their experiences within the school district.
- Analysis of internal documents with a special look at your existing EDI policies and guidelines.
- Data analysis of survey, qualitative and quantitative data analysis.
- Final report (Strategic Plan) (20-30+ pages) with tangible recommendations and action plan.

Policy

Building on the document review from the audit, we can develop a plan on more detailed policy review and creation.

This can involve:

- Providing specific recommendations on changes within policy
- Building guidelines on how to develop equitable and progressive policy

Communication

This ensures that we are able to attend any meetings as well as being available to communicate over email or phone throughout this process.

Proposed Timelines:

Student Focus Groups (June 2021)

Internal Documents Review (July/August 2021)

Student, Staff and Parent/Guardian Surveys (September/October 2021)

Staff Focus Groups (September/October 2021)

4.0 Policy Work

Board Policy 409: Multi-Cultural/Race Relations was last revised on September 25, 2001. A policy review sub-committee was created to review this policy.

4.1 Policy 409

[Board Policy 409: Multi-Cultural/Race Relations](#) was last revised on September 25, 2001. A policy review sub-committee was created on January 20, 2021 and educational partner group executive were asked appoint their representatives to review this policy. The Policy 409 sub-committee is chaired by Rupi Samra-Gynane, Principal of École Handsworth Secondary School with membership comprised of representatives from CUPE, NOVA, NVPAC, NVTA. At least one representative from each partner group must have lived experience as BIPOC or racialized, or lived experience raising a BIPOC child.

The sub-committee is developing a Terms of Reference and will meet once per month to develop a new policy and administrative procedures. The work of the sub-committee will continue through the 2021-2022 school year.

4.2 Other Policies

Bakau Consulting will conduct an audit for equity, diversity and inclusion in other NVSD policies and procedures. Bakau Consulting will provide recommendations on changes within policy and build guidelines on how to develop equitable and progressive policy.

5.0 Sub-Group Work

The Anti-Racism Steering Committee acknowledged the vast scope of the work. Through Bakau Consulting, the committee will consider the need for student, staff and parent/guardian sub-groups to address specific topics such as engagement, policy and communications.

The Anti-Racism Steering Committee recommends the following:

All new sub-groups of the Anti-Racism Steering Committee will be led by individuals with lived experience as BIPOC or racialized. When representatives from partner groups are required, at least one of the representatives must be BIPOC or racialized.

6.0 Recommendations to the Board

	Objectives	Considerations
Committee:		
The Anti-Racism Steering Committee continues its work into the 2021/22 school year.	<p>Continue to meet as a full committee.</p> <p>Committee review data provided by the various focus groups and develop a strategy based on the feedback.</p> <p>Provide update/recommendations to Board of Education at December 2021 Public Board Meeting.</p>	Budget and time.
Communications:		
Develop a communications plan to promote awareness about the contributions of BIPOC Canadians.	<p>Focus is beyond Black History Month, Asian Heritage Month, National Indigenous Peoples Day, etc.</p> <p>Increased engagement and awareness within students, staff and parents/guardians.</p>	Coordination of communications: Blog posts, SUPT Update, Social Media.
Policy:		
Review Bakau Consulting policy/internal documents audit work and continue to review.	<p>Take the recommendations of Bakau Consulting to make the necessary changes to policy and internal documents.</p> <p>Provide guidance for all new policies and documents based on Bakau Consulting recommendations.</p>	Continuous review of policy and documents.

7.0 Appendices

Materials submitted to the Board at the October 22, 2020 Public Board Meeting:

7.1 Terms of Reference

Terms of Reference for Anti-Racism Steering Committee

Background:

At the September 22, 2020, Public Board of Education Meeting, the Board of Education unanimously passed the following motion:

that the Board of Education direct the Superintendent to create a Representative Working Group to explore the prevalence of explicit and implicit racism and micro-aggressions within the North Vancouver School District; and,

that the Superintendent report at the October Public Board of Education Meeting with a proposed plan that includes:

- *Draft Budget;*
- *Draft Framework for a BIPOC inclusive Representative Working Group;*
- *Draft Proposed facilitator(s) (preferably a member of the BIPOC community with experience in facilitating community engagement processes on Race and Inequality);*
- *Draft Terms of Reference for the Representative Working Group; and,*
- *Draft Tentative Engagement Plan- including various methods to engage students, staff and the larger community;*

and,

that the Representative Working Group create a set of recommendations for consideration that are presented to the Board of Education at the June 2021 Public Board meeting.

Values:

The North Vancouver Board of Education's shared values set the tone for how we relate to one another in pursuing common goals. In the North Vancouver School District, we relate to each other with care and appreciation. We honour diversity and recognize the exceptional in everyone. All students, parents/guardians, employees and the community at large should be treated with respect. Schools should be safe and welcoming places to learn and work.

The North Vancouver School District continually strives to improve its operations and outcomes for students. Further, the School District is guided by core values of Trust, Respect, Responsibility and Collaboration which set the “tone for how we relate to one another in pursuing common goals.” The Board of Education will support programs which foster recognition of, and respect for, basic human rights and fundamental freedoms for all, regardless of race, language or religion. In light of the global discussion on race and race relations, both in the United States and Canada, it is imperative for public institutions to review their practices and systems to ensure that all staff and students have equal access to opportunity and success.

The North Vancouver School District, as a civic organizational leader of our community, is committed to continual improvement and reflective practice. It is incumbent upon the School District to reflect on its’ practice to ensure all students and staff have equal opportunity for success and break down any barriers that may be affecting any Black, Indigenous, Person of Colour (also known as BIPOC) students or staff while also creating a space for dialogue and communication.

Purpose:

To establish an Anti-Racism Steering Committee consisting of the Superintendent or designate, the District Principal of Safe & Caring Schools, one representative from each of the School District employee groups (NVTAs, NOVA, CUPE) as well as two parent representatives (minimum one BIPOC) from the NVPAC, two student (minimum one BIPOC) representatives from the Student Leadership Council and one representative each from the Skwxwú7mesh and Tsleil-Waututh Nations. Other persons with specialized skills may be appointed to the Committee from time to time and/or for specific purposes. The Superintendent or designate will be the chairperson [or co-chair].

Objectives:

- To explore the prevalence of explicit and implicit racism and micro-aggressions within the North Vancouver School District;
- To create a safe and open space for dialogue regarding systemic or other forms of racism for students, staff and community;
- To develop and implement an engagement plan for students, staff and community members to provide insight and feedback to the North Vancouver School District on racism/systemic racism; and,
- To draft recommendations to the Board of Education for consideration to promote anti-racism within the North Vancouver School District.

The Superintendent, or designate, shall schedule meetings of the Anti-Racism Steering Committee no fewer than four times during the school year.

Updated: October 2, 2020

7.2 Budget

Anti-Racism Steering Committee

PROPOSED Budget

The proposed operational budget for the Anti-Racism Steering Committee for the 2020/21 year is \$32,500 which includes:

- Facilitator costs
- Survey costs
- Resource acquisition, and
- Incidentals

7.3 DRAFT Engagement Plan

Anti-Racism Steering Committee

DRAFT Engagement Plan

Students:

Survey
DSL
BIPOC-focused student forum

Staff:

Survey

Community:

Survey
Community Forum/Live Event Town Hall (virtual)
ThoughtExchange

7.4 Membership

Anti-Racism Steering Committee

Membership

<i>Position</i>	<i>Notes</i>	<i>Number</i>	<i>Position</i>
<i>Superintendent or Designate</i>		1	Co-Chair
<i>OTHER</i>		1	Co-Chair
<i>District Principal, Safe & Caring Schools</i>		1	Member
<i>NVTA Representative</i>		1	Member
<i>NOVA Representative</i>		1	Member
<i>CUPE Representative</i>		1	Member
<i>NVPAC Representatives</i>	Min. 1 BIPOC	2	Members
<i>DSLRC Representatives</i>	Min. 1 BIPOC	2	Members
<i>Skwú7mesh Representative</i>		1	Member
<i>Tsleil-Waututh Representative</i>		1	Member
<i>Others</i>			

Schedule C.2
of the
Administrative Memorandum

Meeting Date: June 22, 2021 **Board** **Board, in camera**

Topic (as per the Memorandum): **Trustee School Liaison**

Narration:

Board Chair George Tsiakos will provide an update on the Trustee School Liaison appointments for the 2021/22 school year.

Schedule C.3
of the
Administrative Memorandum

Meeting Date: June 22, 2021 **Board** **Board, in camera**

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

Narration:

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

Mark Pearmain, Superintendent of Schools, will present the attached *Land Management Update* (June 2021).

Attachment:

Land Management Update – June 2021

Land Management Update

Argyle Secondary School – Seismic Replacement

- No change in the status of the Argyle site – deconstruction of the original Argyle continues.

Handsworth Secondary School – Seismic Replacement

- Audiovisual system package has been awarded to an A/V contractor.
- Occupancy is targeted for late 2022

Mountainside Secondary School – Seismic Upgrade

- No change in the status of the Mountainside site.
- Completion is targeted for late Fall 2021

Cloverley Elementary School – New Replacement School

- No change in the status of the Cloverley site.
- Staff continue to work on the Project Definition Report for submission to the Ministry of Education

Cheakamus Centre’s Environmental Learning Centre – Building Envelope Repair

- Design work has been completed.
- The construction tender is in progress.
- The building permit has been notionally approved pending contractor selection.
- Construction timeframe will be determined after contractor selection (currently estimated from July 2021 to February 2022).

Lucas Site

- No change in the status of the Lucas site.

Schedule C.4
of the
Administrative Memorandum

Meeting Date: June 22, 2021 **Board** **Board, in camera**

Topic (as per the Memorandum): **Tuesday, June 8, 2021, Standing Committee Meeting**

Narration:

The Board of Education will find attached the meeting summary from the June 8, 2021, Finance and Facilities Standing Committee Meeting.

Trustee George Tsiakos will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, June 8, 2021

BOARD OF EDUCATION STANDING COMMITTEE
Finance and Facilities

NORTH VANCOUVER SCHOOL DISTRICT

Meeting Summary of June 8, 2021

Meeting Summary of the Board of Education's Education and Programs Standing Committee meeting held virtually on Microsoft Teams on Tuesday, June 8, 2021.

Call to Order:

Standing Committee Chair George Tsiakos called the Finance and Facilities Standing Committee meeting to order at 7:00 p.m., thanking those in attendance for participating with the School District. It was noted that this virtual meeting was being recorded and would be posted to the School District website following the meeting. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged.

Chair Tsiakos took the opportunity to welcome new Trustee Linda Munro who was sworn in on June 8, 2021. At this time, Chair Tsiakos shared comments from the tragic violent attack on a Muslim family in Ontario, he extended his thoughts to all Muslim communities, especially those in the North Vancouver School District. Chair Tsiakos acknowledged the devastating news of remains of Indigenous children found at a Kamloops residential school. Thoughts were extended to the Indigenous students, educators, and staff who contribute so much to our school district community. There is much work to be done and the commitment from the NVSD remain resolute.

Committee Chair Tsiakos shared that all attendees are encouraged to ask questions and provide comments throughout the Standing Committee Meeting by using the raise hand function and chat function in Microsoft Teams.

Expense Analysis – 2021/22 Operating Budget Development:

Secretary Treasurer Jacqui Stewart introduced the presentation, inviting Director of Financial Services Kristen Watson to provide context on expenses plus a complete picture of current year budget position and the impact to the Accumulated Operating Surplus.

Ms. Watson recapped the revenues and planning assumptions from the May Standing Committee Meeting. With the assumption of planning for a full reopening in the fall, the resumption of Academies Programs in September community rentals of school spaces and Cheakamus Centre programming means that revenues are increasing over the current year, although not at the levels pre-COVID-19.

Budget planning milestones were shared, including: February, when the School District submits a three-year student enrolment forecast; March, when the Ministry provides the operating grant estimate; and, June, when the School District confirms staffing based on forecasted student enrolment for September.

Ms. Watson reviewed the operating grant funding that the School District receives from the Ministry of Education. The expenses were outlined, which included; salaries and benefits, services, transportation, professional development, insurance, supplies, utilities and capital assets purchased.

Concluding the meeting, Superintendent Mark Pearmain, Secretary Treasurer Stewart, Assistant Superintendents Chris Atkinson and Pius Ryan and Ms. Watson responded to questions.

The presentations and video recording can be found online: [Meetings & Minutes 2020/21](#)

Next Meeting:

September 2021

Virtual Microsoft Teams Meeting

Schedule C.5
of the
Administrative Memorandum

Meeting Date: June 22, 2021 **Board** **Board, in camera**

Topic (as per the Memorandum): **Superintendent's Report (including COVID-19)**

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 22, 2021 **Board** **Board, in camera**

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

Narration:

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

Schedule ...C.7....
of the
Administrative Memorandum

Meeting Date: June 22, 2021 **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 of Education.

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

Meeting Date: June 22, 2021 **Board** **Board, in camera**

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

Narration:

Date and Time	Event	Location
Tuesday, September 9, 2021 at 7:00 p.m.	Standing Committee Meeting	TBC
Tuesday, September 21, 2021 at 6:30 p.m.	Public Board Meeting	TBC
Tuesday, October 5, 2021 at 7:00 p.m.	Standing Committee Meeting	TBC
Tuesday, October 19, 2021 at 6:30 p.m.	Public Board Meeting	TBC

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

**ScheduleE.....
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Administrative Memorandum**

Meeting Date: June 22, 2021 **Board** **Board, in camera**

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

Narration:

NEW: COVID-19 Procedures for Public Board Meetings

To respect guidelines and orders around physical distancing and public gatherings provided by the Provincial Health Officer, upcoming Public Board Meetings will continue to be live-streamed and recorded.

How you can provide input:

The Board of Education will not be taking questions or comments from members of the public in real time. On the day of the Public Board Meeting, we ask that interested parties who wish to provide feedback, email publiccomments@sd44.ca with their full name, address, phone number, and written submission. Questions and comments will be accepted until one hour after the adjournment of the meeting. The Secretary Treasurer will ensure that your email is circulated.