

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, September 25, 2018.

PRESENT: C. Sacré, Chair
F. Stratton, Vice Chair
B. Forward
C. Gerlach
M. Higgins
S. Skinner
J. Stanley

A. Call to Order

Chair Sacré called the meeting to order at 7:00 pm and welcomed those in attendance. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged. The Chair recognized Orange Shirt Day, World Teachers Day and World Mental Health Day.

A.2. Approval of Agenda

A request was made to combine A.4., A.5. and A.6. and to move agenda item B.3. to B.1.

Moved by B. Forward

that the agenda be adopted as amended.

Seconded by J. Stanley

Carried

A.3. Public Comment Period

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

Hamid, Markus Bellamy, Michelle Lee, Puna Arona, Sepahi Karimi, JJ Pistawka and Walter Mustapich, all spoke regarding the H.O.P.E. for Boys Leadership 11 course. Students shared their successes with the after school program, urging Trustees to pass the motion to make H.O.P.E. for Boys Leadership an offered course. The course would allow more boys to learn important and valuable lessons during school timetables.

Amanda Nichol, Chair of the North Vancouver Parent Advisory Council, shared her concerns regarding the Trustee Handbook. Ms. Nichol also noted that the agenda is particularly long, making it hard for parents to attend.

A.4. Approval of Minutes

Moved by F. Stratton

that the minutes of the public meeting of June 19, 2018, June 20, 2018 and June 27, 2018 be approved as amended.

Seconded by B. Forward

Carried

A.7. Student Presentation – Argyle Secondary School

The Leadership course at Argyle provides a unique opportunity for senior high school students to give back to the North Vancouver community while learning important life skills.

Students Jamal Bala, Rigo Cely and Cloe Harris shared how the class operates, the roles they assumed, the workshops they attended and the events they helped run throughout the year. All three students noted how they developed peer-helping skills, practiced public speaking and took part in running school and community events.

Teacher Bryan Lockless has used the last decade to create a class for students to give back to the school and the community. For placements, Jamal and Rigo both coached basketball for elementary school students and Cloe attended a WeForShe Conference and coached an elementary school basketball team. These are just a few of the many different examples of placements and projects that allow these students to be leaders in the community.

On behalf of the Board, Chair Sacré and Superintendent Mark Pearmain thanked the students.

B.3. H.O.P.E. for Boys Leadership 11

Trustee Stratton introduced this agenda item noting that this course was first discussed on May 22, 2018. Since hearing about the course in May, the curriculum has been updated to align with the new redesigned Ministry curriculum. As was discussed in the presentation by Walter Mustapich, Vice Principal of Sutherland Secondary School, H.O.P.E. for boys Leadership 11 explores Aboriginal worldviews and perspectives and has a strong emphasis on the development of the individual through receiving intense support in the areas of Hope, Opportunity, Positive Mentorship and Education for boys ages 13-18.

By approving this course, it will allow students the security of having this course available to them by September 2019 and it will allow the planning process to commence.

Moved by F. Stratton

that the Board of Education approve the specific Ministry approved BAA called H.O.P.E for Boys Leadership 11, as currently offered in Abbotsford B.C., in the North Vancouver School District for introduction into the 2019/20 school year.

Seconded by C. Gerlach

Carried

B.1. 2017/18 Surplus Utilization

Secretary Treasurer Georgia Allison introduced this item sharing that the Executive Committee provided recommendations for the year-end appropriations to Trustees by email on September 7, 2018, and provided a conference call with Trustees on September 17, 2018. This process allowed the full Board to have an opportunity to be aware of the Executive Committee's recommendations prior to the Audit Committee meeting on September 19, 2018, as only three of the seven Trustees sit on the Audit Committee.

The Executive Committee recommended appropriations that fall within Policy 710 and that keep with past practice, such as the appropriation of Surplus to: balance the Preliminary Budget; provide for a Staffing Contingency; and fund the outstanding Purchase Orders as at June 30, 2018. Additional recommended appropriations reflected the input received during the Preliminary Budget consultation process in Spring 2018. These appropriations include: support to school capital projects; technology; and fleet vehicles; as well as professional development for NVSD staff who are supporting diverse learners.

Responding to Trustees' questions, Secretary Treasurer Georgia Allison and Superintendent Mark Pearmain clarified the use of funds towards the Argyle and Handsworth Secondary School Replacement Project; tuition to support teaching staff; staffing contingency funds; and student classroom technology needs.

B.1. 2017/18 Surplus Utilization (continued)

Moved by B. Forward

that the Board approve the appropriation of \$6,281,311 Accumulated Surplus at identified in the attached Appendix A: Executive Committee Recommendation on Proposed Accumulated Surplus Utilization.

Seconded by S. Skinner

Carried

B.2. Audited Financial Statements for the Year Ended June 30, 2018

Kristen Watson, Director of Financial Services, introduced the 2017/2018 Audited Financial Statements and shared that the meeting of the North Vancouver School District's Audit Committee was held at the beginning of September. Following a review of the Audited Financial Statements, the Audit Committee recommended that the Board approve the statements. Ms. Watson introduced Lenora Lee, Audit Partner from KPMG LLP.

Ms. Watson noted that management staff produced a detailed Management Discussion and Analysis Report for the 2017/18 year which provides detailed information and explanation of variances from budget with regards to School District Revenues and Expenses. This report has been produced for the first time this year, and is coming from a recommendation from the Financial Health Working Group that it be included every year as a companion document to the audited financial statements.

The following highlights were noted: results of operations included \$152,674,974 in Operating Revenue with \$147,981,725 in Operating Expenses; \$836,845 worth of Tangible Capital Assets was acquired within Operating funds, resulting in an operating surplus of \$3,856,404; and Total Expenditures in the Special Purpose Fund amounted to \$20,727,723 in expenses and \$1,210,136 worth of Capital Assets.

The most significant expenditures came from the costs attributable to the CEF funding, which was provided by the Ministry of Education to fund costs of restoration of class size and composition contract language.

The School District recorded \$5.9M in Deferred Capital Revenue, and recognized approximately \$9.7M in Amortization expense on its Tangible Capital Assets. Closing Accumulated Surplus Balance for the Fiscal Year is \$110,844,445, of which \$10,018,731 is represented by the Operating Surplus. The Board has placed internal restrictions totalling \$6,281,311 and \$3,737,420 is unrestricted.

In presenting the Auditor's report to the Board, Ms. Lee noted that the financial statements for the fiscal year ending June 30, 2017 have been completed and along with the auditor's report have been submitted with no qualifications to the Board for its approval. Ms. Lee noted that there were no adjustments to the audit, and thanked management and staff for their help during the audit process.

In response to Trustees' questions, Kristen Watson, Director of Financial Services and Secretary Treasurer Georgia Allison provided clarification regarding CEF and remedies of restored language; administrative costs; and, leases in the School District.

The Board thanked Ms. Lee for her report and extended thanks to Ms. Watson and staff for their work on the financial statements.

Moved by B. Forward

that the Board approve the Audited Financial Statements and the Auditors' Report to the Board of Education of School District No.44 (North Vancouver) for the Year Ended June 30, 2018 as presented in Schedule B.1.

Seconded by J. Stanley

Carried

A short break was observed.

B.4. Trustee Handbook

With a focus on supporting the incoming new Board of Education, a Trustee Handbook was developed by the current Board of Education as a single source document to support Trustees in their roles and as a quick reference to provide clarity on roles, responsibilities and guidelines to follow if any concerns arise.

Trustees discussed the Handbook at length and shared their concerns regarding language and consistency. Each Trustee made recommendations to the Handbook in order to address concerns and assist in further editing the document.

Moved by J. Stanley

to postpone the acceptance of the proposed Trustee Handbook to the October Board Meeting.

Seconded by S. Skinner

Carried

Motion to Extend

Moved by F. Stratton

to extend the meeting past 10:00 pm.

Seconded by S. Skinner

Carried

B.5. Revised Policy 108: Trustee Code of Ethics

As part of the review process for drafting the new Trustee Handbook, Trustees identified District Policies and Administrative Procedures requiring addition/revision. *Policy 108: Board of Education – Trustee Code of Ethics* requires updates to language and the addition of Administrative Procedures for dealing with infractions of the Trustee Code of Ethics.

Concerns from Trustees were raised regarding the Administrative Procedures, specifically the section with respect to conciliatory measures and sanctions.

Moved by C. Sacré

that the Board of Education approve *Proposed Revised Policy 108: Board of Education – Trustee Code of Ethics* and that the *Administrative Procedures* to be brought back to the board at the October Board Meeting.

Seconded by F. Stratton

Carried

B.6. Trustee Stipends

Secretary Treasurer Georgia Allison introduced this agenda item, noting that Section 71 of the *School Act* states that “a board may authorize annually the payment of remuneration to the chair, vice chair and other trustees, and...a reasonable allowance for expenses necessarily incurred by the trustees in the discharge of their duties.”

The Board of Education is asked to consider a proposed increase of 3.3% for the period of July 1, 2018 through June 30, 2019, based upon the annual change in the Vancouver CPI. Secretary Treasurer Allison provided examples of stipend amounts for neighbouring school districts and provided clarification regarding postponing the motion and tax changes to Trustees.

Moved by B. Forward

that the Board adopt new rates of Trustee remuneration rates per annum: Chair - \$27,352; Vice Chair - \$25,979; Trustee - \$25,201, effective July 1, 2018.

Seconded by J. Stanley

Carried

B.7. Meetings

Moved by J. Stanley

that the motion be postponed to the October Board Meeting.

Seconded by F. Stratton

Carried

C.1. French Immersion Curriculum Update & France/Canada Connection

In January 2016, the North Vancouver School District's *French Immersion Review Committee* was established. The committee, led by Dr. Joanne Robertson, Director of Instruction, includes elementary and secondary French Immersion teachers, administrators, as well as Canadian Parents for French and Trustee representatives.

Dr. Joanne Robertson, Julie Bertrand (District French Facilitator) and Laura Stewart (Windsor Secondary Teacher Leader) provided an overview of the new course development and implementation process during the first two years of the redesigned Secondary French Immersion program. Both Ms. Bertrand and Ms. Stewart shared stories from their recent trip to France to sign a partnership with Académie Orléans-Tours which allows a continued presence in France for North Vancouver School District students.

C.2. Trustee Election Information

Introducing this agenda item, Mark Pearmain, Superintendent of Schools, noted there is a total of 18 candidates running for School Trustee in the City and District of North Vancouver. Superintendent Pearmain noted upcoming meetings for candidates and thanked the candidates for putting their names forward.

C.3. Land Management Update

Superintendent Mark Pearmain updated the Board on the Argyle and Handsworth Secondary School Replacement Projects. A Project Development Report for Mountainside Secondary School is with the Ministry for review. Superintendent Pearmain noted that at the October 2, 2018 Standing Committee Meeting there would be an update on the Handsworth Secondary Replacement Project.

C.4. Tuesday, September 11, 2018 Standing Committee Meeting

Trustee Gerlach reported on the meeting that focused on the progress in 2017/18 and goals and activities planned for 2018/19.

C.5. Out of Country Field Trips – Secondary

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

- Seycove Secondary School – field trip to Portland, Oregon and Hanford, Washington, USA (October 3-6, 2018)
- Seycove Secondary School – field trip to Oregon Coast, USA (October 13-19, 2018)

C.6. Superintendent's Report

Superintendent Mark Pearmain shared highlights from his visits to Carson Graham Secondary School and Queen Mary Elementary school. Superintendent Pearmain acknowledged the North Vancouver High School Education Foundation Scholarship for hosting a Tea to recognize scholarship and bursary recipients. Special notice was provided to Phyllis Webstad, founder of Orange Shirt Day, for attending three events in the School District.

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

Trustee Gerlach shared that she attended the Canadian School Boards Association AGM which was held in Halifax.

There was no update on BCPSEA.

C.8. Trustees' Reports

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

1. Meetings attended by Trustees included:
 - Audit Committee Meeting
 - Policy Review Committee
 - MLA/Superintendent/Secretary Treasurer Meeting
 - Advisory Planning Commission Meeting
2. Events attended by Trustees included:
 - Mountainside Graduation
 - Victory March

D. Future Meetings

Date and Time	Event	Location
Tuesday, October 2, 2018 at 7:00 pm	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 16, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 6, 2018 at 7:00 pm	Inaugural Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 20, 2018 at 7:00 pm	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

E. Public Question & Comment Period

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

Karen Nordquist, resident of North Vancouver, clarified the changing of special education designations.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 10:50 pm and thanked those who attended.

Certified Correct:

Original signed by G. Allison

Georgia Allison
Secretary Treasurer

October 16, 2018

Date

Original signed by C. Sacré

Christie Sacré
Chair, Board of Education

October 16, 2018

Date