



## ADMINISTRATIVE MEMORANDUM

**Meeting Place:**

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

**Format and Date:**

PUBLIC BOARD MEETING  
 Tuesday, November 21, 2017 at  
 7:00 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chair Sacré’s opening remarks	(no schedule)	7:00 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	(no schedule)	7:00 pm
A.3.	Public Comment Period *		7:30 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of October 17, 2017 be approved as circulated)	(no schedule)	7:35 pm
A.5.	Student Presentation – Cleveland Elementary		7:50 pm
B.	Action Items		
B.1.	2017/18 Operating Budget Development Consultation Process		8:20 pm
B.2.	Audit Committee Revised Terms of Reference		8:30 pm
C.	Information and Proposals		
C.1.	Organization of Classes Report – 2017/18		8:45 pm
C.2.	Land, Learning and Livability Community Engagement - Update		8:50 pm
C.3.	Tuesday, November 7, 2017 Standing Committee Meeting		8:55 pm

Please note that this meeting may be video and/or audio recorded as per the motion passed on December 9, 2014 and with Board Chair authorization.

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



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PUBLIC BOARD MEETING  
Tuesday, November 21, 2017 at  
7:00 pm

		Estimated Completion Time
	(continued)	
C.4.	Out of Country Field Trips - Secondary	9:00 pm
C.5.	Superintendent's Report	9:10 pm
C.6.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:20 pm
C.7.	Trustees' Reports	9:30 pm
D.	Future Meetings	9:30 pm
E.	Public Question & Comment Period	9:50 pm
F.	Adjournment	(no schedule) 9:50 pm

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Georgia Allison  
Secretary Treasurer

**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:** November 21, 2017       **Board**       **Board, in camera**

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

**Narration:**

As per the motion passed on June 21, 2016 the Board will provide a twenty (20) minute public comment period relevant to the Board's mandate on a trial basis. Speakers will be allocated a maximum of two (2) minutes each. An additional ten (10) minutes will be provided for Trustee questions of clarification.

Speakers are requested to place their name on a signup sheet in order to speak during the Public Comment Period. The signup sheet will be available in the Board Room from 6:50 – 7:00 pm prior to the meeting's commencement. The Chair will invite those wishing to speak in the order that their name appears on the signup sheet.

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

During the Public Comment Period, as well as the Public Question and Comment Period at the end of the meeting, speakers may not speak disrespectfully of any Board Member, staff member, or any other person and must not use offensive words or gestures.

Speakers may speak only once at the Public Comment Period.

## School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, October 17, 2017.

**PRESENT:** C. Sacré, Chair  
J. Stanley, Vice Chair  
B. Forward  
M. Higgins  
S. Skinner (teleconference)  
F. Stratton

**ABSENT:** C. Gerlach

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### 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. Chair Sacré noted that the North Vancouver School District was acknowledged through the City of North Vancouver's Living City Awards for Environmental Education and Awareness, for the Active Routes to School initiative.

Moved by C. Sacré

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 Trustee Skinner in the September 19, 2017 Public Meeting by telephone.

Seconded by F. Stratton

Carried

### A.2. Approval of Agenda

Moved by F. Stratton

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

Seconded by B. Forward

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.

Karen Nordquist and Georgina O'Flynn, both residents of North Vancouver, spoke in support of the Youth Mental Health motion.

Martin Stuible, President of the North Vancouver Teachers' Association, spoke regarding the Foundation Skills Assessment process, urging the Board of Education to recommend that the results do not get released publicly.

### A.4. Approval of Minutes

Moved by B. Forward

that the minutes of the public meeting of September 19, 2017 be approved as circulated.

Seconded by F. Stratton

Carried

#### **A.5. Student Presentation – Braemar Elementary**

On October 2<sup>nd</sup> Braemar Elementary School participated in a school wide project called “Project of Heart”. This collaborative project enabled students to acquire a greater understanding of the concept of belonging and how a sense of belonging, or lack thereof impacted Indigenous school aged children. This project allowed the students to question, reflect, and represent their thinking through art.

The art work created was presented to the Board of Education from students who shared how this project impacted them. Project of Heart was inspirational to both educators and students at the school as it was a powerful learning engagement that enabled students to be thoughtful on the importance of building positive relationships amongst ourselves, our community and our world.

#### **A.6. Table Matters – Food Lens Consulting Presentation**

Food Lens Consulting continues to design and implement the Healthy Foods Healthy Minds Breakfast Club project during which breakfasts are served to any child wanting breakfast at Sherwood Park Elementary School. Over 2,500 meals were served from April to December 2016. Consultants Rubina Jamal and Scott Rowe shared a video with the Board showcasing the Breakfast Club program at Sherwood Park Elementary and its importance to students and staff.

Ms. Jamal and Mr. Rowe provided an update on the National Universal School Food Program and asked the Board to support them in future conversations and initiatives.

#### **B.1. Youth Mental Health**

Chair Sacré provided an overview of the motion which encourages the ministries to continue working to create support systems within and across schools, while still achieving success with Foundry North Shore. Integrated supports at the school level like those available at Mountainside Secondary remain a vital link to student success for students with mental health challenges. Augmenting school based support with the community based Foundry will add to the success of students in North Vancouver.

Moved by C. Sacré

that the Board of Education instruct School District staff to write a letter to the Minister of Education, the Ministry of Children and Families, the Minister of Health and the Minister of Mental Health, and copy in local Members of the Legislative Assembly, with the following:

- Congratulate them on the opening of the Foundry in North Vancouver;
- Remind them of the importance of the work we are doing at Mountainside and within each of our schools;
- Highlight that many of the initial mental health concerns are first noticed and need support at the local school level;
- Highlight that mental health is a big issue that needs an intentional continuum of resources to support places like the Foundry AND resources to support public schooling, and partnerships like Mountainside and individual schools;
- Encourage the ministries to continue their good work in creating a greater continuum of support systems within and across schools, while achieving success with the Foundry;
- Highlight the value of doing mental health work in schools/curriculum/programs to increase awareness of mental health issues;
- Highlight the importance of supporting low incidence children;
- Early identification of students in schools;
- Bullying in schools and the result in social emotional challenges;
- References to previous BCSTA Motions;
- Reiterate a request for a position that bridges mental health and education; and
- Commend the previous governments work with the new Ministry of Mental Health.

Seconded by F. Stratton

Carried

**C.1. Artists for Kids 2016/17 Annual Report**

Chair Sacré introduced this agenda item and invited to the table, Yolande Martinello, Director of the Artists for Kids Trust and District Administrator of Fine Arts, to present the Artists for Kids 2016/17 Annual Report.

Ms. Martinello reported on the programs and services provided to the students and community in the last year and provided updates on the financial position and operations.

Through ongoing print releases, AFK continues to be a catalyst in the community, contributing to the development of a rich cultural aesthetic. Special acknowledgement was provided to the outstanding volunteers who allow this program to continue and thrive.

**C.2. Preliminary Enrolment Update**

Mark Pearmain, Superintendent of Schools, introduced this agenda item and provided an update regarding the School District's enrolment for the 2017/18 school year and highlighted comparisons between the projected and actual enrolments for September 2017.

A total of 15,127 students have been enrolled at this time for the year, compared to the projected total of 14,877. Superintendent Pearmain advised that a further enrolment update will be provided at the November 21, 2017 Public Board Meeting.

**C.3. McCreary Centre Society – 2018 BC Adolescent Health Survey**

Superintendent Mark Pearmain provided the Board of Education with a summary of the BC Adolescent Health Survey (BC AHS) that is being conducted in 2018. The AHS is conducted by the McCreary Centre Society, a non-government, non-profit organization committed to research and education on youth health, in collaboration with the provincial government and public health system, and with the cooperation of BC's school districts.

The process selected for the administration of the survey is *Parental Notification and Student Consent*. Parents and/or guardians of students in classes selected for the survey will receive a letter explaining the survey. Based on procedures outlined in Board [Policy 604: Educational Research](#), participation in the McCreary Centre Society's 2018 Adolescent Health Survey (BC AHS), to be administered between January and May 2018, will be conducted with *Parental Notification and Student Consent*.

**C.4. Land, Learning and Livability Community Engagement - Update**

Mark Pearmain, Superintendent of Schools, introduced this agenda item and updated the Board on the Argyle Secondary School Replacement Project and the Handsworth Secondary School Project.

**C.5. Tuesday, October 10, 2017 Standing Committee Meeting**

Trustee Sacré reported on the meeting that focused on Sustainability Initiatives and 21<sup>st</sup> Century Learning in the North Vancouver School District.

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

Superintendent Mark Pearmain shared highlights from his visits to schools, noting the use of the new outdoor learning space at Capilano Elementary. World Teacher's Day was recognized with over 1,900 apples being delivered throughout the School District.

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

Trustee Stratton reported on the recommendation of reinstating a Trustee Board for BCPSEA. The BCPSEA Board would be based on a regional model so each branch would be represented. It was decided that the North Vancouver Board of Education would meet to discuss questions and comments regarding the consultation process around BCPSEA governance.

**C.8. Trustees' Reports**

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

1. Meetings attended by Trustees included:
  - Standing Committee Meeting
  - Trustee Seminar
  - ITC Meeting
  - Queen Mary Elementary PAC Meeting
  - NVRCC Meeting
  
2. Events attended by Trustees included:
  - Welcome Pole carving at the ESC
  - Sutherland Secondary Professional Development Day
  - Handsworth Secondary Professional Development Day
  - Eastview Elementary trip to Residential School
  - Orange Shirt Day at Carson Graham Secondary
  - Pancake breakfast at Braemar Elementary
  - Thanksgiving Day lunch at Westview Elementary
  - Ice Cream Social at Canyon Heights Elementary
  - Climate and Energy Action Award Ceremony
  - Cleveland Elementary/Tanzanian study and art project
  - Walking School Bus to Queensbury Elementary

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, November 7, 2017 at <b>7:00 pm</b>	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 21, 2017 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, December 12, 2017 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Thursday, January 18, 2017 at <b>7:00 pm</b>	Standing Committee Meeting - Enhanced Programs	Sutherland Secondary School 1860 Sutherland 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.

Georgina O'Flynn, resident of North Vancouver, expressed her concern with the bullying culture in school accompanied by the pressures of social media. Ms. O'Flynn spoke regarding the responsibility that adults have advocating for students.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 9:41 pm and thanked those who attended.

Certified Correct:

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

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

**Narration:**

If you were asked to draw, paint, or photograph your favourite thing to do at school when you were in kindergarten what would it reveal? For the past two years, that is the question we have been researching at Cleveland Elementary School. Dr. Jodi Streelasky, of UVic, has been posing that question to 5 to 7-year-old children at Cleveland, as well as to the students at our sister school in Tanzania. On October 3, 2017, in the Artist's for Kids Gallery, the student's responses were revealed. The unique exhibit showcased the students' art from Cleveland Elementary School in North Vancouver and Chang'ombe Primary School in Dar es Salaam, Tanzania.

Principal Bill Reid and Dr. Streelasky will provide a summary of the research project and an opportunity to experience the art, and hear a few of the children speak about the impact this research has had on their learning, as well as hear how the research has contributed to Cleveland School's strategic planning.

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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **2018/19 Budget Development Consultation Process**

**Narration:**

The North Vancouver Board of Education will be undertaking a public consultation process for the development of the 2018/19 Annual Budget. The proposed plan for the process affords opportunities to the partner groups and public to discuss their budget priorities through meetings, as well as submit written comments.

The proposed process involves the Board inviting its five partner groups: the North Vancouver Parent Advisory Council (NVPAC); District Student Leadership Council (DSLCL), North Vancouver Teachers' Association (NVRTA), Canadian Union of Public Employees (CUPE Local 389), and North Vancouver Administrators' Association (NoVA), and the public, to attend budget information and discussion sessions that provide opportunities for their input.

Presentations in February and April, by School District staff, will inform attendees of the financial status and the government requirements used to develop the Budget. This information will provide opportunities for informed dialogue regarding budget priorities. At the April 3, 2018 Standing Committee Meeting the partner groups will be provided an opportunity to make a presentation to identify their top three priorities. The table group, large group discussions, and input gathered on April 3<sup>rd</sup> will assist the Board in its consideration of the current budget priorities and direction. Additionally, partner groups will have the option of providing a written submission of their top three priorities by April 6, 2018. The information and input received through this process will also be used to support the next Three-Year Operating Plan.

As required by Section 11 of the *School Act*, the Board's 2018/19 Budget Bylaw must be developed and adopted on, or before, June 30<sup>th</sup> of the current fiscal year. To facilitate staffing allocations to schools by May 2018, the following process and timelines are proposed for the 2018/19 Budget Development:

1. February 6, 2018 – Public Standing Committee Meeting
  - Staff presentation and discussion of issues and opportunities related to the:
    - a) Amended Operating Grant 2017/18;
    - b) Three-Year Forecast, assumptions, and future considerations;
    - c) Review of the 2017/18 Budget Priorities and Themes and how they will support budget planning for the 2018/19 Budget.
  - Email comments may be submitted between February 7, 2018 and March 2, 2018. This information will be collated and included in the April 3, 2018 meeting feedback categorized by budget themes.

## Schedule B.1. (continued)

### Narration (continued):

2. April 3, 2018 – Public Standing Committee Meeting
  - Staff presentation and discussion of issues and opportunities related to the:
    - a) Review of the Ministry of Education’s mid-March Preliminary Grant announcement;
    - b) Review of the current 2017/18 Forecast to June 30, 2018;
    - c) Review of the revised Three-Year Forecast;
    - d) Annual Facilities Grant Capital Plan;
    - e) Review of the 2017/18 Budget Priorities & Themes related to budget planning for the 2018/19 budget.

#### April 3, 2018 Facilitated Session

- Partner group presentation, or handout, of top three priorities. Participation in this activity will be at the discretion of each Partner group;
  - Table group discussion of budget priorities for participants to provide input on top priorities. This discussion will be aided by the 2017/18 Budget Priorities & Themes, identified by the Board’s partner groups in 2017/18 budget process;
  - Large group discussion of budget priorities.
3. April 6, 2018 – Optional written submissions by Partner Groups to be received by April 6, 2018
    - Partner groups will have the opportunity to make written submissions that identify their top three priorities. Providing a written submission is optional and at the discretion of each partner group.
  4. April 24, 2018 – Public Board Meeting
    - Executive Summary presentation of suggested priorities, adjustments and improvements, proposed by the Board’s partner groups and the public, for consideration and inclusion by the Board in the 2018/19 Annual Budget.
  5. May 22, 2018 – Public Board Meeting
    - 2018/19 Annual Budget Bylaw presented for approval and adoption by the Board.

### RECOMMENDED MOTION:

that the Board of Education approve the proposed process and timelines identified within Board Schedule B.1. for the development of the 2018/19 Budget.

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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Audit Committee Revised Terms of Reference**

**Narration:**

On November 14, 2017 the Audit Committee convened to review the Audit Committee Terms of Reference. The Audit Committee reviews and assesses the adequacy of the committee Terms of Reference annually, requesting board approval for proposed changes.

The proposed Revised Terms of Reference for the Audit Committee are now provided for the Board's consideration and adoption.

**Attachment:**

Audit Committee Revised Terms of Reference – Board of Education (North Vancouver)

**RECOMMENDED MOTION:**

that the Board approve the attached Audit Committee Revised Terms of Reference – Board of Education (North Vancouver) for immediate implementation.

## **AUDIT COMMITTEE REVISED TERMS OF REFERENCE – BOARD OF EDUCATION (North Vancouver)**

### **PURPOSE**

To assist the Board of Education in fulfilling its oversight responsibilities for the financial reporting process, the system of internal control, the audit process, the Board of Education's process for monitoring compliance with laws and regulations and the codes of conduct, and the budget process.

### **AUTHORITY**

The Audit Committee has authority to conduct or authorize investigations into any matters within its scope of responsibility. It is empowered to:

- Appoint, compensate, and oversee the work of any registered public accounting firm employed by the organization.
- Resolve any disagreements between management and the auditor regarding financial reporting.
- Meet with the Board of Education's officers and external auditors as necessary.

### **COMPOSITION**

The Audit Committee will consist of three Trustees of the Board of Education and two non-Trustee members that are "financial experts" and independent from and external to the organization. The Board Chair will annually appoint the three Trustees committee members. The "financial expert" members may be appointed for two terms of up to three years per term. The committee members will elect the committee Chair annually.

Identification and selection of the non-Board members to act as a "financial expert" will be facilitated through a selection committee composed of the Superintendent, the Secretary Treasurer & CFO, and the Chair of the Board or Board member designated by the Chair.

Ex-Officio, non-voting members of the Audit Committee will be the Superintendent, Secretary Treasurer & CFO, and Director of Financial Services.

### **MEETINGS**

The committee will meet at least four times a year, with authority to convene additional meetings, as circumstances require. All committee members are expected to attend each meeting, in person or via tele- or video-conference. The committee will invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary. It will hold private meetings with auditors and executive sessions. Meeting agendas will be prepared and provided in advance to members, along with appropriate briefing materials. Minutes will be prepared.

### **RESPONSIBILITIES**

The committee will carry out the following responsibilities:

#### Financial Statements

- Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.
- Review with management and the external auditors the results of the audit, including any difficulties encountered.
- Review the annual financial statements, and consider whether they are complete, consistent with information known to committee members, and reflect appropriate accounting principles.
- Review with management and the external auditors all matters required to be communicated to the

- committee under generally accepted auditing standards.
- Understand how management develops interim financial information, and the nature and extent of external auditor involvement.
- Review interim financial reports with management.

#### Internal Controls, Information Systems, and Risk Management

- Consider the effectiveness of the School District's internal control system, including information technology security and control.
- Understand the scope of the external auditors' review of internal control over financial reporting, and obtain reports on significant findings and recommendations, together with management's responses.

#### External Audit

- Review the external auditors' proposed audit scope and approach.
- Review the performance of the external auditors, and exercise final approval on the appointment or discharge of the auditors.
- Review and confirm the independence of the external auditors by obtaining statements from the auditors on relationships between the auditors and the School District, including non-audit services, and discussing the relationships with the auditors.
- On a regular basis, meet separately with the external auditors to discuss any matters that the committee or auditors believe should be discussed privately.

#### Compliance

- Review the effectiveness of the system for monitoring compliance with laws and regulations and the results of management's investigation and follow-up (including disciplinary action) of any instances of noncompliance.
- Review the findings of any examinations by the Auditor General's Office, and any auditor observations.
- Obtain regular updates from management regarding compliance matters.

#### Budget and Forecasting

- *Review the financial year-to-date Actuals and Forecast to June 30, compared to Budget, with identified key risks and financial performance.*
- *Review the September 1701 actual student enrolment compared to the February projections, that had been provided to Ministry of Education, and understand the financial impact to the Preliminary Grant.*
- *Understand the budget process as outlined by the Ministry of Education and the timelines to be met by the Board of Education.*
- *Review the public input process to be followed for the Annual Budget.*
- *Review the Annual Budget (Preliminary) and the Amended Annual Budget to ensure that the budgets meet Ministry guidelines, and utilize appropriate accounting principles.*

#### Reporting Responsibilities

- Regularly report to the Board of Education about committee activities, issues, and related recommendations.
- Provide an open avenue of communication between the external auditors and the Board of Education.

### Other Responsibilities

- Ensure that direct and open communication exists among the Audit Committee, Management, and the external auditors.
- Perform other activities related to the Terms of Reference as requested by the Board of Education.
- Review and assess the adequacy of the committee Terms of Reference annually, requesting board approval for proposed changes.
- Confirm annually that all responsibilities outlined in the Terms of Reference have been carried out.
- Evaluate the committee's and individual members' performance on a regular basis.

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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Organization of Classes Report – 2017/18**

**Narration:**

The requirement for the reporting of the Organization of Classes is no longer required by legislation or Ministry direction; however, the information contained within this report is useful for year to year comparison of class size and other demographic data within the North Vancouver School District. Since the Supreme Court of Canada's decision restored the previously removed contract language on Class Size and Composition, the report presented this evening has been modified to provide information that relates to the previous North Vancouver School District and North Vancouver Teachers' Association contract. The following report will provide information on:

- Review of Class Size Limits/Composition Requirements;
- Confirmed September 30<sup>th</sup> 1701 Enrolment;
- Class Size Average Comparison from 2016/17;
- Combined Classes Comparison from 2016/17;
- Data in relation to non-compliance with contract provisions;
- Approximate Remedy calculation for the month of October.

The Organization of Classes Report 2017/18 will be presented by Assistant Superintendents Chris Atkinson and Pius Ryan.



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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Land, Learning and Livability Community Engagement - Update**

**Narration:**

Updates on the Board's Land, Learning and Livability Community Engagement process have been provided at each of the monthly Public Board Meetings.

Mark Pearmain, Superintendent of Schools, will present the attached *Land, Learning, Livability Community Engagement Update* (November 2017).

**Attachment:**

Land, Learning and Livability Community Consultation Engagement UPDATE – November 2017

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## **Land, Learning & Livability Community Engagement Update**

### **Handsworth Secondary School: Revised Submission to the Ministry**

The North Vancouver School District received comments and questions from the Ministry of Education related to the Handsworth PDR submission. We continue to work with the Ministry and outside consultants to complete the requested documentation.

### **Argyle Secondary School: Replacement Confirmed**

Design work continues on Argyle Secondary. Construction on the new facility should begin February 2018. A letter was sent to the Argyle community (including elementary schools) updating “where we are at”.

### **Portable/Modular Work:**

Final work, as requested by the CNV and DNV, is continuing on the portable classrooms and modular building. This work should be completed by the end of fall/ early winter.

### **Lucas, Braemar & Cloverley: Status**

There has been no change in the status of the Lucas, Braemar and Cloverley sites.

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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Tuesday, November 7, 2017 Standing Committee Meeting**

**Narration:**

The Board will find attached a copy of the meeting summary from the November 7, 2017 Standing Committee Meeting.

Trustee Cyndi Gerlach will report on highlights of the meeting.

**Attachment:**

Meeting Summary – Board of Education Standing Committee, November 7, 2017

**BOARD OF EDUCATION STANDING COMMITTEE**

**NORTH VANCOUVER SCHOOL DISTRICT**

**Meeting Summary of November 7, 2017**

Meeting Summary of the Board of Education's Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia, on Tuesday, November 7, 2017.

**Meeting Attendance:**

Trustees Gerlach, Forward, Sacré and Stratton were in attendance.

**Call to Order:**

Standing Committee Chair Cyndi Gerlach called the Standing Committee Meeting to order at 7:00 pm, thanking those in attendance for coming to engage with the School District. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged.

**Mental Health:**

The recent Standing Committee Meeting provided a focus of North Vancouver School District and community work on Social Emotional Learning, Positive Mental Health, and Integrated Mental Health Services. Presentations were given on Foundry North Shore Wellness Centre for Adolescents and Young Adults, The North Shore Collaborative, and the School Districts work on a continuum of Social Emotional Learning.

Foundry North Shore brings services together under one roof to make it easier to find help and support for youth. The North Shore Collaborative is an ongoing information sharing and project oriented community wide working group focused on Mental Health. The School District presented its focus on a continuum of sense of belonging, teaching pro-social behaviour and positive mental health curriculum.

The presentations can be found online: [Meetings & Minutes 2017/18](#)

**Next Meeting:**

January 18, 2017

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

**Meeting Date:** November 21, 2017                       **Board**                       **Board, in camera**

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

**Narration:**

*In accordance with District Policy 207: Field Trips requirements for advance notification to the Board, Trustees were advised by email, on October 18, 2017, of the below field trip to Seattle, WA, USA*

**Seycove** – a field trip to Seattle, WA, USA, occurred October 26, 2017. The trip involved 22 Grade 12 students in the Performance Learning Program (PLP), accompanied by two teacher supervisors.

Travel was by highway coach and students were accommodated in a hotel. The student cost for the trip was \$250 per student.

The purpose of the extracurricular trip was to visit the “Scared to Death: The Thrill of Horror Film” exhibit at the Museum of Pop Culture, providing students with a field learning opportunity that will allow them to gain important insight into the horror genre, deepening their understanding of concepts discussed in the classroom and preparing them for literary analysis and synthesis essay writing.

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**Handsworth** – a field trip to Anaheim and San Diego, CA, USA, has been scheduled for January 18-22, 2018. The trip involves approximately 40 Grade 8-12 music program students, accompanied by four teacher supervisors.

Students will travel by air to Los Angeles and by bus during their stay. Accommodation for students will be in a hotel. The trip cost is approximately \$1,600 per student, which will be paid by the students.

The purpose of this extracurricular trip is provide students with the opportunity to participate in a clinic/workshop to build musicianship, doing so in a unique setting (Disney Recording Studio), as well as provide students with a public performance opportunity within a Disney park. Students will also visit additional attractions and sites in the Los Angeles and San Diego areas.

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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Superintendent's Report**

**Narration:**

The Superintendent will provide an oral report on items of interest or concern to the Board not otherwise covered in the agenda.

**Schedule C.6.....**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

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

**Narration:**

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

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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

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

**Narration:**

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



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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

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

**Narration:**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, December 12, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
<b>Thursday</b> , January 18, 2017 at 7:00 pm	Standing Committee Meeting - Enhanced Programs	Sutherland Secondary School 1860 Sutherland Ave, N Vancouver
Tuesday, January 23, 2017 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 6, 2017 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

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

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

**Meeting Date:** November 21, 2017       **Board**       **Board, in camera**

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

**Narration:**

In accordance with Board Policy 104: Board of Education – Meetings; twenty (20) minutes will be provided at the end of a regular Board meeting during which attendees may provide comments or ask questions of the Board on business conducted during that meeting or on any matter pertaining to the School District. The Chair may defer a response if a question cannot be answered at that time.

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