

## ADMINISTRATIVE MEMORANDUM

**Meeting Place:**

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

**Format and Date:**

PUBLIC BOARD MEETING  
Tuesday, January 23, 2018 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 December 12, 2017 be approved as circulated)	(no schedule)	7:35 pm
A.5.	Student Presentation – Argyle Secondary		7:50 pm
B.	Action Items		
B.1.	Board Committees and Trustee Representational Assignments (2018)		7:55 pm
B.2.	Trustee Stipends		8:10 pm
B.3.	Corporate Banking Services A) Bank of Montreal – Banking Bylaw 1-2018 B) Toronto Dominion – Resolution re: Bankers & Signing Officers C) Blue Shore Credit Union		8:15 pm
C.	Information and Proposals		
C.1.	North Vancouver Parent Advisory Council Annual Report 2016/17		8:25 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, January 23, 2018 at  
7:00 pm

		Estimated Completion Time
	(continued)	
C.2.	Handsworth Secondary School Replacement Update	8:35 pm
C.3.	School Calendar 2018/19 - Update	
C.4.	Land, Learning and Livability Community Engagement - Update	8:45 pm
C.5.	Thursday, January 18, 2018 Standing Committee Meeting	8:50 pm
C.6.	Out of Country Field Trips - Secondary	
C.7.	Superintendent's Report	9:00 pm
C.8.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:10 pm
C.9.	Trustees' Reports	9:20 pm
D.	Future Meetings	9:20 pm
E.	Public Question & Comment Period	9:40 pm
F.	Adjournment	(no schedule) 9:40 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:** January 23, 2018                       **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, December 12, 2017.

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

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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. During the Chair's opening remarks, the recent news article regarding Trustee governance was acknowledged, noting there was work to be done, but the evening would be focused on the agenda.

### A.2. Motion to Approve Trustee Participation by Teleconference

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 December 12, 2017 Public Meeting by telephone.

Seconded by J. Stanley

Carried

### A.3. Approval of Agenda

It was requested that the North Vancouver Teachers' Association (NVRTA) Pro D Report be presented first in the *Information and Proposals* part of the agenda moving from C.3. to C.1.

Moved by J. Stanley

that the agenda be adopted as amended.

Seconded by F. Stratton

Carried

### A.4. 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.

John Harvey, resident of North Vancouver, spoke regarding board governance, video recording of meetings and transportation issues in North Vancouver.

Student representatives of the District Student Leadership Council updated the Board on topics that were discussed by members at the last General Meeting. The representatives from Windsor Secondary shared that students focused on the current learning culture and its effect on school community and engagement.

**A.5. Approval of Minutes**

Moved by C. Gerlach

that the minutes of the public meeting of November 21, 2017 be approved as circulated.

Seconded by B. Forward

Carried

**A.6. Student Presentation – Canyon Heights Elementary**

Students from Canyon Heights Elementary presented coding, circuitry, robotics and design thinking to the Board of Education. Showcasing specific projects that were completed in the first few months of school, the students, along with Teacher Librarian Ian Cunliffe, shared a robot navigating a maze, a coded catch and release game and a talking book bin.

The students explained their projects, thoughts and experiences with makerspaces, coding, robotics and applied design skills technologies.

Board Chair Sacré and Superintendent Mark Pearmain thanked Mr. Cunliffe and the students for increasing student engagement in the library space.

**B.1. Election of Board Chair**

Secretary Treasurer Georgia Allison reported that the Board was required by its [Policy 101: Board of Education – Role and Function](#) and [Policy 104: Board of Education - Meetings](#) to elect one of its members to be the Board Chair. Secretary Treasurer Allison called for nominations for the position of Chair for one year, at which time, Trustee Stratton nominated Trustee Sacré. There being no other nominations, Trustee Sacré was declared Board Chair for the term of December 13, 2017 to November 5, 2018, following the School Trustee Election.

**B.2. Election of Board Vice Chair**

Chair Sacré called for nominations for the position of Vice Chair of the Board for one year, at which time, Trustee Forward nominated Trustee Stratton. There being no other nominations, Trustee Stratton was declared Board Vice Chair for the term of December 13, 2017 to November 5, 2018, following the School Trustee Election.

**B.3. Election to BC School Trustees Association (BCSTA) Provincial Council and to BC Public School Employers' Association (BCPSEA)**

Chair Sacré reported that the British Columbia School Trustees Association (BCSTA) requires the Board to elect annually, two Trustees to the British Columbia School Trustees Association (BCSTA) Provincial Council. One Trustee is to serve as the Board's representative and one Trustee is required to serve as an alternate.

The Chair called for nominations for the position of the Board's representative to the BCSTA Provincial Council for 2018. Trustee Skinner nominated Trustee Gerlach and Trustee Higgins nominated Trustee Stanley. Both Trustee Gerlach and Trustee Stanley accepted their nominations. As there were two nominations, Chair Sacré appointed Assistant Superintendent Chris Atkinson and Assistant Superintendent Pius Ryan as scrutineers. An election by ballot was then conducted, after which Trustee Stanley was elected the Board's representative to the BCSTA Provincial Council.

The Chair called for nominations for the alternate representative to the BCSTA Provincial Council for 2018. Trustee Stanley nominated Trustee Gerlach. There being no other nominations, Trustee Gerlach was declared the Board's alternate representative to the BCSTA Provincial Council.

**B.3. Election to BC School Trustees Association (BCSTA) Provincial Council and to BC Public School Employers' Association (BCPSEA) (continued)**

The Chair called for nominations for the position of Trustee Representative to the BC Public School Employers' Association for 2018. Trustee Stanley nominated Trustee Higgins and Trustee Skinner nominated Trustee Gerlach. Both Trustee Higgins and Trustee Gerlach accepted their nominations. As there were two nominations, Chair Sacré appointed Assistant Superintendent Chris Atkinson and Assistant Superintendent Pius Ryan as scrutineers. An election by ballot was then conducted, after which Trustee Gerlach was elected the Board's representative to BCPSEA.

The Chair called for nominations for the alternate representative to the BCPSEA for 2018. Trustee Forward nominated Trustee Higgins. There being no other nominations, Trustee Higgins was declared the Board's alternate representative to the BCPSEA.

**B.4. Board/Authority Authorized Courses 2018/19**

District Principal Maureen Stanger shared that boards of education must authorize each Board Authority Authorized (BAA) Course and ensure it meets the Ministry of Education's BAA Course requirements. Once the courses receive Board approval, they will be submitted to the Ministry for approval.

Ms. Stanger offered an overview of the course Braille 11. Ms. Stanger responded to Trustees' questions, clarifying that there are a variety of courses put forward by staff, accommodating the needs of students in the North Vancouver School District.

Moved by F. Stratton

that the Board according to its power and capacity set out in Section 85(2)(i) of the *School Act* and in harmony with the course standards established by the Ministry of Education, hereby approves the Board/Authority Authorized (BAA) courses, effective 2018/19 for submission to the Ministry of Education.

Seconded by J. Stanley

Carried

**B.5. Proposed Lacrosse Specialty Academy for 2018/19**

Assistant Superintendent Chris Atkinson and District Principal Deb Wanner were invited to the table to provide an overview of the submitted lacrosse academy proposal and the discussions that have occurred to date in support of the proposal. Ms. Wanner noted that in the fall of 2016 the North Vancouver School District (NVSD) was approached by Tewanee Joseph, of the Tewanee Consulting Group Inc, with a preliminary proposal to establish a partnership with the NVSD to introduce a new specialty academy focused on the sport of lacrosse.

Discussions with Mr. Joseph continued over the past year, and the Tewanee Consulting Group Inc. has now finalized and submitted a formal comprehensive proposal. The intent is to offer the Lacrosse Academy at Carson Graham Secondary School, in partnership with NVSD, beginning in the 2018/19 school year.

Responding to Trustees' questions, clarification was provided regarding skills and training, alignment with a provincial association, regulations, and bursaries for students. Ms. Wanner advised that a further update would be provided to the Board at a spring 2018 Public Board Meeting.

**B.5. Proposed Lacrosse Specialty Academy for 2018/19 (continued)**

Moved by B. Forward

that the Board of Education approve, in principle, the implementation of a Lacrosse Academy program in partnership with Tewanee Consulting Group Inc. and as outlined in the November 28, 2017 Lacrosse Academy Proposal document attached to the Administrative Memorandum of December 12, 2017 and, that the academy be offered beginning September 2018 subject to sufficient student enrollment.

Seconded by S. Skinner

Carried

**C.3. North Vancouver Teachers' Association (NVTa) Pro D Report 2016/17**

Each year through the Collective Agreement; the Board provides a grant of \$94,500 to the North Vancouver Teachers' Association (NVTa) to fund professional development. Martin Stuible, President of the NVTa, and Carolyn Pena, Chair of the Association's Professional Development Committee, were welcomed to the table to present the NVTa Professional Development Report.

Ms. Pena thanked the Board for their continued support and introduced Monique Zander, teacher at Lynnmour Elementary who was able to benefit from the NVTa's professional development fund. As examples of how the professional development funds are used, Ms. Zander described her experience with the course she attended and how the developmental opportunities have assisted her to excel professionally. Ms. Pena shared a note from Natasha Dash who was unable to attend the meeting, but benefited from the professional development fund by attending a Zentangle Conference. With Ms. Dash's knowledge of the method of drawing repetitive shapes to reduce stress and anxiety, she is able to provide support to colleagues and students across the School District.

Trustees thanked the presenters for sharing their stories and for their contributions to the School District.

**C.1. Secondary School and Academy Fees 2018/19**

Assistant Superintendent Chris Atkinson introduced this agenda item and advised that boards of education may charge fees to students and parents for goods and services provided by the Board in accordance with the School Act [s. 82]. Board [Policy 706: Board of Education – School Fees](#) requires that each North Vancouver school and specialty academy annually establish a schedule of fees. Fees for the 2018/19 school year are determined prior to the end of 2017 to allow fee schedules to be included in the secondary school course guidebooks that are published in January 2018.

Both the 2018/19 Secondary Schedule of School Fees and the Schedule of Specialty Academy Fees 2018/19 have been brought forward to the Board for information and Trustees are encouraged to contact principals regarding any questions they may have in relation to the fees.

**C.2. School Calendar 2018/19 – Update**

Assistant Superintendent Chris Atkinson provided the Board with an update on the status of the School Calendar Committee's work this year and reviewed the timelines and steps required to complete and approve a school calendar for the 2017/18 school year. A finalized calendar will be presented at the March 13, 2018 Public Board Meeting.

**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. An update was also provided on the proposed Lower Lonsdale School.

**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 California, USA (February 2-11, 2018)
- Argyle Secondary School – field trip to Spain and France (March 18-April 1, 2018)
- Handsworth Secondary School – field trip to Italy (March 13-21, 2018)

**C.6. Superintendent’s Report**

Superintendent Mark Pearmain shared highlights from his visits to schools. Special recognition was provided to Montroyal Elementary for their Christmas presentation of Frosty the Snowman. Superintendent Pearmain was fortunate to travel to Montreal, Quebec, to attend Indspire 2017 National Gathering Conference, where he supported the North Vancouver School District team who presented at the conference about Aboriginal Education.

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

Trustee Gerlach reported out on the upcoming BCSTA AGM sharing that the deadline for motions in January 12, 2018. Trustee Gerlach noted that the BCPSEA AGM is January 25-26, 2018.

**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
  - Calendar Committee Meeting
  - NVPAC General Meeting
  - Inclusion Committee Meeting
  - Integrated Transportation Committee Meeting
  
2. Events attended by Trustees included:
  - First Nations Blanket Exercise
  - Superintendent Evaluation
  - Principal and Vice Principal Interviews
  - BCSTA Academy
  - Braemar Elementary Mindful Kids Program
  - Carisbrooke Elementary Christmas Concert
  - Carson Graham Secondary Christmas Concert
  - Mountainside Secondary visit

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Thursday, January 18, 2018 at 7:00 pm	Standing Committee Meeting - Enhanced Programs	Sutherland Secondary School 1860 Sutherland Ave, N Vancouver
Tuesday, January 23, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 6, 2018 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 13, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver



**E. Public Question & Comment Period**

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

No one was wishing to speak.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 9:22 pm and thanked those who attended.

Certified Correct:

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

**Meeting Date:** January 23, 2018                       **Board**                       **Board, in camera**

**Topic (as per the Memorandum):**                      **Student Presentation – Argyle Secondary**

**Narration:**

On October 19, 2017, seven students, all members of the Digital Media Academy, participated in Zoomfest 2017, a well-known province-wide film competition organized by Mulgrave School and sponsored by the Vancouver Film School and Capilano University, among others. Over 100 teams from all across British Columbia were challenged to successfully plan, shoot and edit a short film in 48 hours. Although the group didn't know each other yet, they encouraged team effort, assigned tasks, defined the video production strategy and applied both the creative and project management skills that was learned at the Digital Media Academy.

With Lukas on camera, Diego as cinematographer, Graham as scriptwriter, Theo/David/Nicole as actors and Piero as director, hard work paid off: the film Metanoia was successfully awarded the Best Cinematography award. This was the second time the Digital Media Academy had won an award in Zoomfest, the first time being in 2016 when Graham and Piero won the Best Editing award.

Though the task was exhausting, high pressure and challenging at times, the team learned the importance of planning, keeping focussed under pressure and realigning resources in order to meet group objectives. Vital teamwork skills were crucial to be able to complete projects on time such as of team motivation, communication skills and conflict resolution. Overall, the competition was not only a challenging but fun task, it was also a great learning experience that taught fundamental creative and project management skills.

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

**Meeting Date:** January 23, 2018  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Board Committee and Trustee Representational Assignments (2018)**

**Narration:**

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

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

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

**Attachment:**

Trustee Representational Assignments and Liaison Areas – January 2018

**RECOMMENDED MOTION:**

that the Board approve the Chair's appointments of Trustees as attached to this Administrative Memorandum of January 23, 2018, and make the appointments effective January 9, 2018.

<b>PROVINCIAL</b>	<b>Trustee for 2018</b>
British Columbia Public School Employers' Association (1) (Elected)	Cyndi Gerlach / Megan Higgins (alt)
British Columbia School Trustees Association Provincial Council (1+alt) (Elected)	Jessica Stanley / Cyndi Gerlach (alt)
<b>MUNICIPAL/LOCAL</b>	<b>Trustee for 2018</b>
City of North Vancouver Advisory Planning Commission (1+alt)	Megan Higgins
City of North Vancouver Integrated Transportation Committee (1+alt)	Christie Sacré
Collaboration Committee (DNV) (Board Chair) (1)	Christie Sacré
Collaboration Sub - Committee (DNV) (DNV Trustees)	Barry Forward / Cyndi Gerlach Jessica Stanley / Franci Stratton
North Shore Substance Abuse Committee (1)	Susan Skinner
North Vancouver Recreation & Culture Commission (1)	Cyndi Gerlach
North Shore Safe Routes Advocates (2)	Barry Forward / Christie Sacré
North Shore Table Matters Network (2)	Christie Sacré / Susan Skinner
<b>SCHOOL DISTRICT / INTERNAL</b>	
Board Chair (Elected)	Christie Sacré
Board Vice Chair (Elected)	Franci Stratton
Chair, Standing Committee (monthly responsibility)	Jan (BF); Feb (BF); Apr (FS); May (SS)
Audit Committee (3)	Barry Forward / Jessica Stanley / Franci Stratton
Artists for Kids Management Committee (1)	Cyndi Gerlach
Capital Planning Committee (1)	Franci Stratton
District Aboriginal Advisory Committee (1+alt)	Barry Forward / Cyndi Gerlach (alt)
Class Acts Planning Committee (2)	Cyndi Gerlach / Christie Sacré
Inclusion Committee (2)	Cyndi Gerlach / Susan Skinner
North Vancouver Outdoor School Advisory Committee (1)	Christie Sacré
North Vancouver Parent Advisory Council Liaison Trustee (1)	Cyndi Gerlach / Franci Stratton
North Vancouver School District Communications Committee (1)	Megan Higgins
North Vancouver School District Policy Review Committee (2)	Barry Forward / Christie Sacré
Presidents' Council (Board Chair) (1)	Christie Sacré
Safe and Caring Schools Committee (1)	Megan Higgins
School Calendar Committee	Cyndi Gerlach / Christie Sacré
Screening and Selection of Assistant Superintendent & Directors (Board Chair)	Christie Sacré
Screening and Selection of Principals (2)	Cyndi Gerlach / Megan Higgins
Screening and Selection of Vice Principals (2)	Christie Sacré / Barry Forward
Student Leadership Council Liaison Trustee (2)	Cyndi Gerlach / Susan Skinner
Sustainability Leadership Team (1)	Christie Sacré
<b>TRUSTEE LIAISON ASSIGNMENTS</b>	<b>2017/18 School Year</b>
Argyle (Boundary, Lynn Valley, Ross Road, Upper Lynn)	Jessica Stanley
Carson Graham (Larson, Queen Mary, Westview)	Megan Higgins
Handsworth (Canyon Heights, Cleveland, Highlands, Montroyal)	Barry Forward
Mountainside Secondary, NV Distributed Learning (Braemar, Capilano, Carisbrooke, Norgate)	Franci Stratton
Seycove (Cove Cliff, Dorothy Lynas, Sherwood Park)	Susan Skinner
Sutherland (Brooksbank, Eastview, Queensbury, Ridgeway)	Christie Sacré
Windsor (Blueridge, Lynnmour, Seymour Heights)	Cyndi Gerlach

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

**Meeting Date:** January 23, 2018  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Trustee Stipends**

**Narration:**

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.”

In March 2013, the Board of Education adopted a new [Policy 107: Board of Education – Trustee Stipend, Resources, and Expenses](#). This policy and related [Administrative Procedures](#) addressed the method by which the annual stipend would be adjusted annually, each July 1, in accordance with the increase in the Vancouver Consumer Price Index (CPI). The Board of Education must pass a resolution each year to authorize any change in remuneration.

The Board of Education is being asked to consider a proposed increase of 2.2% for the period of July 1, 2017 through June 30, 2018, based upon the annual change in the Vancouver CPI. The proposed changes to the Trustee Stipend are noted in the following table.

**Total Trustee Stipend**

<b>Position</b>	<b>Current</b>	<b>Revised</b>	<b>Change</b>
<b>Chair</b>	25,971	26,516	545
<b>Vice Chair</b>	24,671	25,188	517
<b>Trustee</b>	23,934	24,435	501

When comparing the North Vancouver School District Stipends to other School District Stipends, the current and proposed Stipends fall within the ranges. Comparator School Districts include: Delta (SD37), Richmond (SD38), Burnaby (SD41), West Vancouver (SD45), and Vancouver (SD39).

## Schedule B.2. (continued)

Narration (continued):

### Annual Trustee Stipend Comparisons

Position	NVSD 44		Comparator SD Ranges	
	Current	Proposed	Low	High
Chair	25,971	26,516	24,557	28,899
Vice Chair	24,671	25,188	22,862	26,677
Trustee	23,934	24,435	22,297	26,677

Should the Board of Education wish to review the annual stipend amounts paid to the Chair, Vice Chair, and Trustees, and not simply the proposed 2.2% increase noted above, the Board may wish to contemplate different methodologies used by other School Districts to set annual stipends, future increases, and frequency of the increases in keeping with the *School Act*. Contemplating different methodologies will take research and time and has therefore not been contemplated in the proposed motion.

#### RECOMMENDED MOTION:

that the Board adopt new rates of Trustee remuneration rates per annum: Chair - \$26,516; Vice Chair - \$25,188; Trustee - \$24,435, effective July 1, 2017.

**Schedule B.3(A).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 23, 2018  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Corporate Banking Services**

**Narration:**

**(A) Bank of Montreal – Banking Bylaw 1-2018**

The Board will find attached a Bank of Montreal Bylaw as to Bankers and Signatures for Municipal Accounts (Cities, Towns, Villages, Municipalities) and for School District Accounts, B.C.

This routine bylaw is required as a result of a change in Vice Chair.

**Attachment:**

Bank of Montreal – Certificate and Authorization

**RECOMMENDED MOTION:**

that Banking Bylaw Number 1-2018 be read a first time;

that Banking Bylaw Number 1-2018 be read a second time;

that Banking Bylaw Number 1-2018 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.

**Certificate and Authorization**

**TO BANK OF MONTREAL**

The undersigned certifies:

**(A) BANKING RESOLUTION/BY-LAW**

THAT the following is a copy of the text of a resolution or by-law, as applicable, which has been duly passed or enacted by the

BOARD OF EDUCATION SCHOOL DISTRICT 44 (NORTH VANCOUVER)

Insert Name of Council, Board of Trustees, Board of Education, School Board, Conseil scolaire francaskois, Assembly or other applicable governing body (as applicable)

of the NORTH VANCOUVER SCHOOL DISTRICT

Insert name of City, Town, Village, Municipality, School District, School Division, Division scolaire francophone, First Nations land or other applicable region (as applicable)

(hereinafter called the "**Corporation**") at a meeting duly called and held in accordance with the law

governing the Corporation on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

day month year

**RESOLVED/ENACTED:**

1. THAT all cheques of the Corporation drawn on its \* SCHOOL BOARD AND TRUST

\*Insert "General", "School Board", "Library", or otherwise as appropriate

account(s) be signed on its behalf by \*\* GEORGIA ALLISON, SECRETARY TREASURER & CFO; MARK PEARMAIN,

SUPERINTENDENT; PIUS RYAN, ASSISTANT SUPERINTENDENT; ANY TWO OR ANY ONE OF THEM AND COUNTERSIGNE

BY CHRISTINE SACRE, CHAIR; FRANCI STRATTON, VICE-CHAIR; KRISTEN WATSON, DIRECTOR OF FINANCE

\*\* Insert name(s) and title(s) of officer(s) or member(s) adding "or any one of them", "or any two of them", "or any one of them and countersigned by \_\_\_\_\_", or otherwise, as required.

(each an "**Authorized Signatory**") is/are authorized for and on behalf of the Corporation:

- (a) to negotiate with, deposit with or transfer to Bank of Montreal (the "**Bank**") (but for credit to the Corporation's account only) all or any bills of exchange, promissory notes, cheques and orders for the payment of money and other negotiable instruments, and for the said purpose to endorse the same on behalf of the Corporation (by rubber stamp or otherwise);
- (b) to arrange, settle, balance and certify all books and accounts between the Corporation and the Bank; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments;
- (c) to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefor.

**REPEAL OF PREVIOUS RESOLUTIONS/BY-LAWS**

2. THAT all resolutions/by-laws, as applicable, (if any) with respect to the account(s) specified in section A1 and as to banking and signing officer(s), member(s) or any one or more Authorized Signatory(ies) passed by the Council, Assembly or Board of Trustees or other governing body, as applicable, of the Corporation and relating to the account(s) specified in section A1 held with the Bank previous to this resolution are repealed.
3. THAT this resolution/by-law, as applicable, shall be irrevocable until a resolution repealing this resolution or a by-law repealing or amending this by-law, as applicable, shall have been passed or enacted and a certified copy delivered to the Bank at each branch or agency where an account of the Corporation shall be kept.



**(B) RELIANCE AND CURRENCY**

THAT the Bank may assume that this Certificate and Authorization, authorizations granted pursuant to the foregoing, and the Corporation's articles or constitution, by-laws and resolutions, or other equivalent documents, as applicable, copies of each of which will be delivered to the Bank from time to time, are in full force and effect and that each branch of the Bank with which any dealings are had by the Corporation may act upon them until each such branch is notified in writing to the contrary.

**(C) HEADINGS**

The headings used herein are inserted only as a matter of convenience and for reference and in no way are to be construed as defining, limiting or describing the scope or intent of this Certificate and Authorization.

**(D) CERTIFYING PARTY**

THAT:

1. I am a duly elected director and/or officer and/or member of Council, Assembly or other governing body as applicable, of the Corporation and am authorized by the Corporation to certify the matters set out in this Certificate;
2. set out above are the correct names of individuals authorized to act on behalf of the Corporation as provided herein; and
3. the foregoing resolution/by-law, as applicable, has been duly passed or enacted by the Corporation in the manner authorized by law.

Date: DD / MMM / \_\_\_\_\_

\_\_\_\_\_  
*(Signature of Director/Member of Council/Officer)*

Name: GEORGIA ALLISON  
Position: SECRETARY, TREASURER & CFO

*Applicable in the Province of Quebec only:*

It is the express wish of the parties that this Certificate and Authorization and any related documents be drawn up and executed in English. Les parties conviennent que le présent certificat et tous les documents s'y rattachant soient rédigés et signés en anglais.

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

**Meeting Date:** January 23, 2018                       **Board**                       **Board, in camera**

**Topic (as per the Memorandum):**                      **Corporate Banking Services**

**Narration:**

**(B) Toronto-Dominion – Resolution re: Bankers and Signing Officers**

A resolution regarding Bankers and Signing Officers for the Toronto-Dominion Bank is required as a required as a result of a change in Vice Chair.

**Attachment:**

Toronto Dominion – Resolution re: Bankers and Signing Officers

**RECOMMENDED MOTION:**

that the Toronto-Dominion Bank Resolution re: Bankers and Signing Officers as per Schedule B.3.(B). be approved.

**Schedule B.3.(C).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 23, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Corporate Banking Services**

**Narration:**

**(C) Blue Shore Credit Union – Resolution re: Bankers and Signing Officers**

A resolution regarding Bankers and Signing Officers for the Blue Shore Credit Union is required as a required as a result of a change in Vice Chair.

**Attachment:**

Blue Shore Credit Union – Resolution re: Bankers and Signing Officers

**RECOMMENDED MOTION:**

that the Blue Shore Credit Union Bank Resolution re: Bankers and Signing Officers as per Schedule B.3.(C). be approved.

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

**Meeting Date:** January 23, 2018                       **Board**                       **Board, in camera**

**Topic (as per the Memorandum):**                      **North Vancouver Parent Advisory Council Annual Report 2016/17**

**Narration:**

The North Vancouver Parent Advisory Council (NVPAC) provides a collective voice for parents in the North Vancouver School District. The NVPAC liaises with Parent Advisory Councils (PACs) at all District schools and provides valuable feedback to the Board of Education, Senior Executive staff, and the BC Council of Parent Advisory Councils (BCCPAC), its provincial affiliate.

The Board of Education provides an annual grant to the NVPAC to support the Council's activities. As a condition of receiving the annual grant, the NVPAC provides a summary report to the Board on its major activities during the school year.

Amanda Nichol, Chair of the North Vancouver Parent Advisory Council, will present the NVPAC's Annual Report for the 2016/17 school year.

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

**Meeting Date:** January 23, 2018  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Handsworth Replacement Project - Update**

**Narration:**

At the January 19, 2016 Public Board Meeting, the Board of Education passed the following resolution:

*that the Board of Education indicate its intention to advance the preferred option for the Handsworth Capital Project as a Full Replacement School Project at a capacity of 1300 students, rather than as a Seismic Upgrade Project, and;*

*that the Board of Education request a meeting with the Ministry of Education, at the earliest opportunity, to explore all opportunities to fund the Full Replacement School Project, including full funding provided by the Ministry of Education.*

On January 15, 2018, the Ministry of Education and the North Vancouver School District announced that Handsworth Secondary School will be replaced and that all construction costs will be fully funded by the Government of British Columbia.

Further, the announcement also increased the capacity of Handsworth Secondary from the current 1200 students to 1400 students which will address current and future enrolment needs of the Handsworth community.

At the September 20, 2016 Public Board meeting, the Board of Education approved, by resolution, the Five-Year Capital Plan that identified Handsworth Secondary as the number one priority for seismic mitigation. This resolution allowed for the signing of the Capital Funding Project Agreement prior to the announcement by Education Minister Rob Fleming. The Project Agreement is for a new replacement school funded by the Province with a maximum project cost of \$62,307,406.

**Next steps:**

- Retain an architectural firm
- Provide update on progress to community (Handsworth PAC Meeting on January 22, 2018)
- Begin preliminary design scope / site scope work

**Attachment:**

Board schedule: *Handsworth Secondary Capital Project: Preferred Option* from January 19, 2016

Schedule B.5  
of the  
Administrative Memorandum

Meeting Date: January 19, 2016  Board  Board, in camera

Topic (as per the Memorandum): **Handsworth Secondary Capital Project: Preferred Option**

Narration:

Introduction

A seismic upgrade capital project was approved for Handsworth in 2013 through the Ministry's Seismic Mitigation Program. As a priority of the Provincial Government since 2004, this program has been the focus for the approval of capital project requests and the allocation of capital funds. The advancement of the Handsworth project needs to be considered in the context of the Ministry's Seismic Mitigation Program and the progress achieved to date at both the Provincial and local levels. The Ministry has expressed concern that seismic upgrade projects are not being advanced on a timely basis by school districts to enable completion of the needed upgrades to schools.

Ministry Seismic Mitigation Program

As stated on the Ministry of Education website, "*the safety of B.C. students is vital. A comprehensive school seismic upgrading program is underway to make schools safer in the event of an earthquake by minimizing the probability of structural collapse. Over the past decade, the government has spent or committed \$2.2 billion to seismically upgrade or replace 214 high-risk schools. The remainder, 128 high-risk schools in the province, are still to be addressed.*"

<http://www2.gov.bc.ca/gov/content/education-training/administration/resource-management/capital-planning/seismic-mitigation-program>

Phase one of the Ministry Seismic Mitigation Program began in 2004 with assessments of schools to determine seismic risk and scope of upgrading work required. Project engineers used retrofit design concepts in the risk assessments that were developed by the Association of Professional Engineers and Geoscientists of BC (APEGBC). As a result of updated research by APEGBC, seismic conditions were reviewed in 2012 to update the seismic status of schools across BC.

The Ministry of Education published a Seismic Mitigation Program Progress Report in October 2015, providing a status report on each of the 342 schools identified as high-risk seismic condition. While progress at the provincial level has been slower than expected, our School District has achieved excellent progress addressing the seismic condition of schools. A summary of the current seismic condition of all North Vancouver Schools and a description of the seismic assessment categories (High 1, 2, 3, Medium, and Low) is included in this schedule as Appendix A.

## Schedule B.5. (continued)

Narration (continued):

The table below provides a summary of the seismic upgrade status (by category) for the Province and for select Metro School Districts including; North Vancouver, Vancouver (VCR), Burnaby (BBY) and Richmond (RMD).

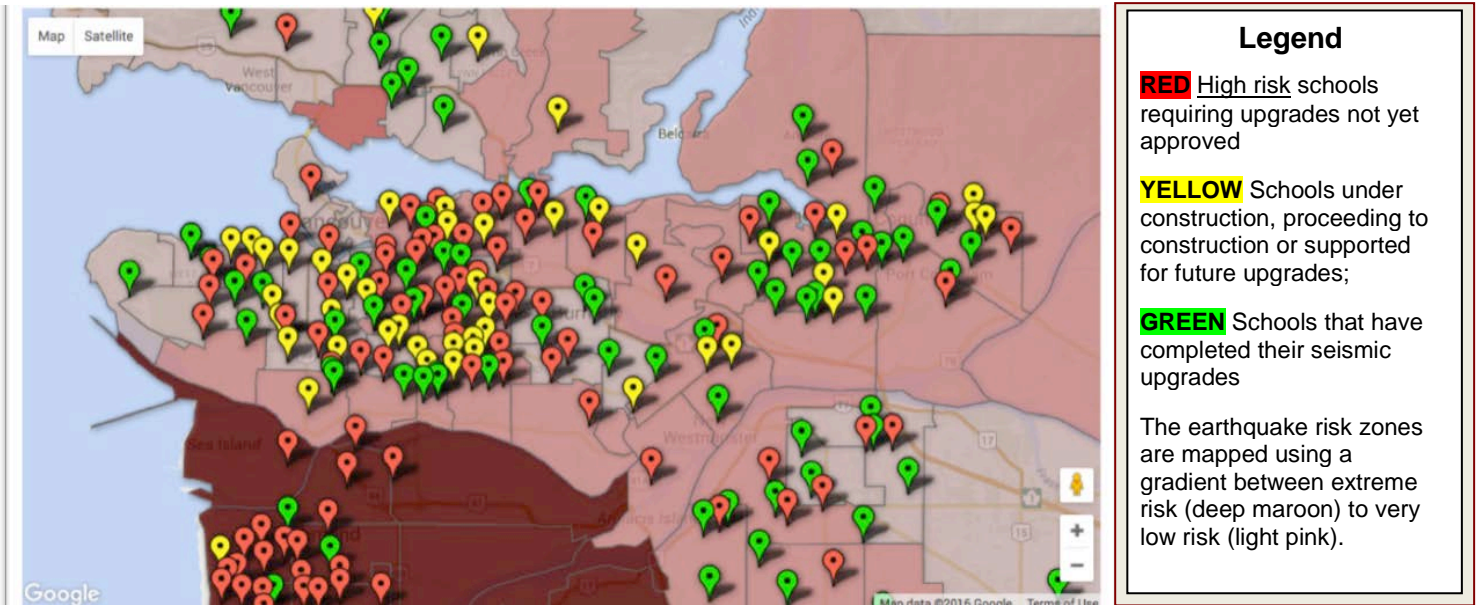
<b>Ministry Update: October 2015</b>										
	BC	%	NVSD	%	VCR	%	BBY	%	RMD	%
<b>A. Seismic upgrade projects completed</b>	149	44%	7	64%	20	23%	8	35%	3	11%
<b>B. Projects under construction</b>	16	5%	0	0%	4	5%	0	0%	0	0%
<b>C. Proceeding to construction</b>	9	3%	1	9%	1	1%	2	9%	0	0%
<b>D. Options and Business Case Development</b>	40	12%	2	18%	23	26%	2	9%	1	4%
<b>Total projects in Process</b>	214	63%	10	91%	48	55%	12	52%	4	5%
<b>E. Remaining High Risk requiring mitigation</b>	128	37%	1	9%	40	45%	11	48%	24	86%
<b>Total seismic high-risk projects</b>	<b>342</b>	<b>100%</b>	<b>11</b>	<b>100%</b>	<b>88</b>	<b>100%</b>	<b>23</b>	<b>100%</b>	<b>28</b>	<b>100%</b>

<b>North Vancouver Seismic Mitigation Projects</b>	
<b>A. Completed</b>	Highlands, Westview, Canyon Heights, Carisbrooke, Ridgeway, Carson Graham, Queen Mary
<b>B. Under construction</b>	Windsor Secondary - Science block - now under construction
<b>C. Proceeding</b>	Windsor Secondary - Science block - now under construction
<b>D. Business case</b>	Argyle(replacement requested) and Handsworth (DRAFT PDR under review)
<b>E. Remaining High Risk</b>	Mountainside (former Balmoral) at HIGH 3 - Priority #10 on Capital Plan

Notably at the Provincial level, nearly 50% of the 342 identified Seismic Projects are either at the 'Options and Business Case Development' stage (12%), or remain as high-risk schools requiring mitigation (37%). In the North Vancouver School District, two projects (Argyle and Handsworth) are at the Options and Business Case Development stage (18%), with only one school (Mountainside) remaining as high risk (High 3), requiring mitigation (9%). Since the publication of the Ministry Update, the status of the Windsor Seismic Project has changed from the 'proceeding' stage to the under construction stage.

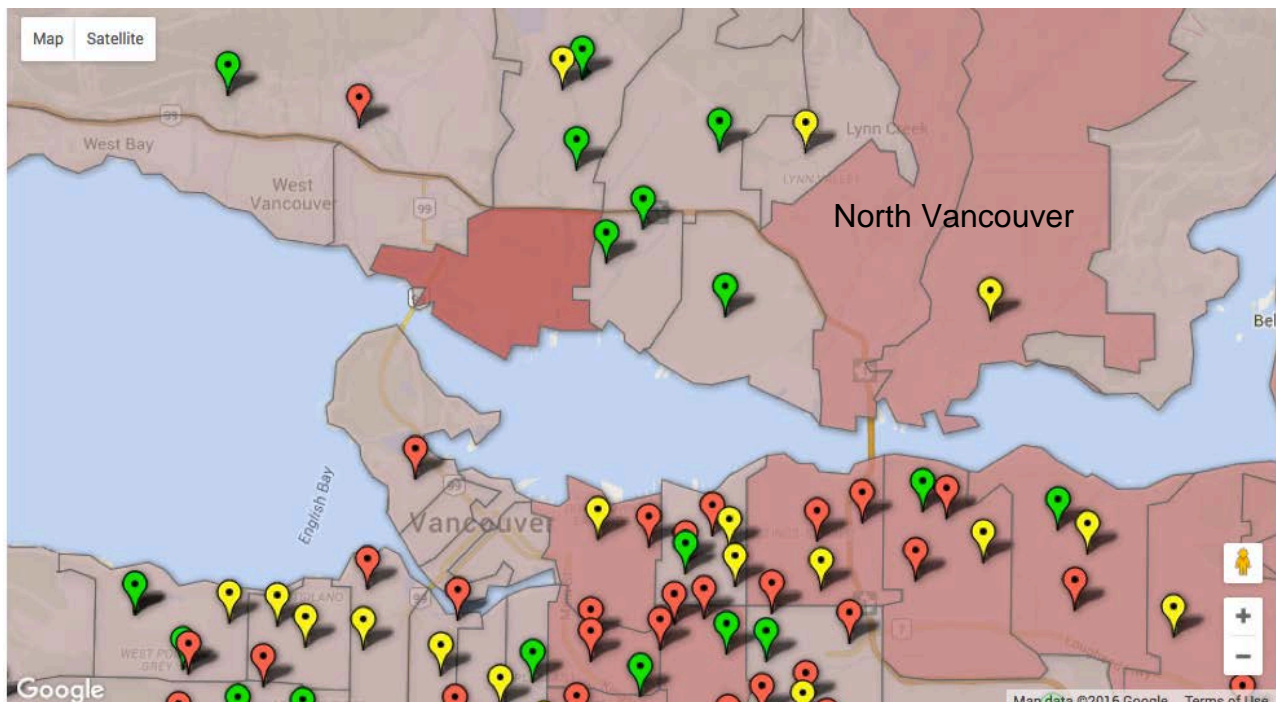
## Schedule B.5. (continued)

Narration (continued):



An interactive mapping tool prepared by CBC provides a graphical representation of the status of projects in the Metro Vancouver region (above) and North Vancouver (below). These maps illustrate the progress towards the completion of the needed upgrades to high-risk schools in the Seismic Mitigation Program.

<http://www.cbc.ca/beta/news/canada/british-columbia/multimedia/earthquake-risk-and-school-seismic-upgrades-in-b-c-1.3051462>





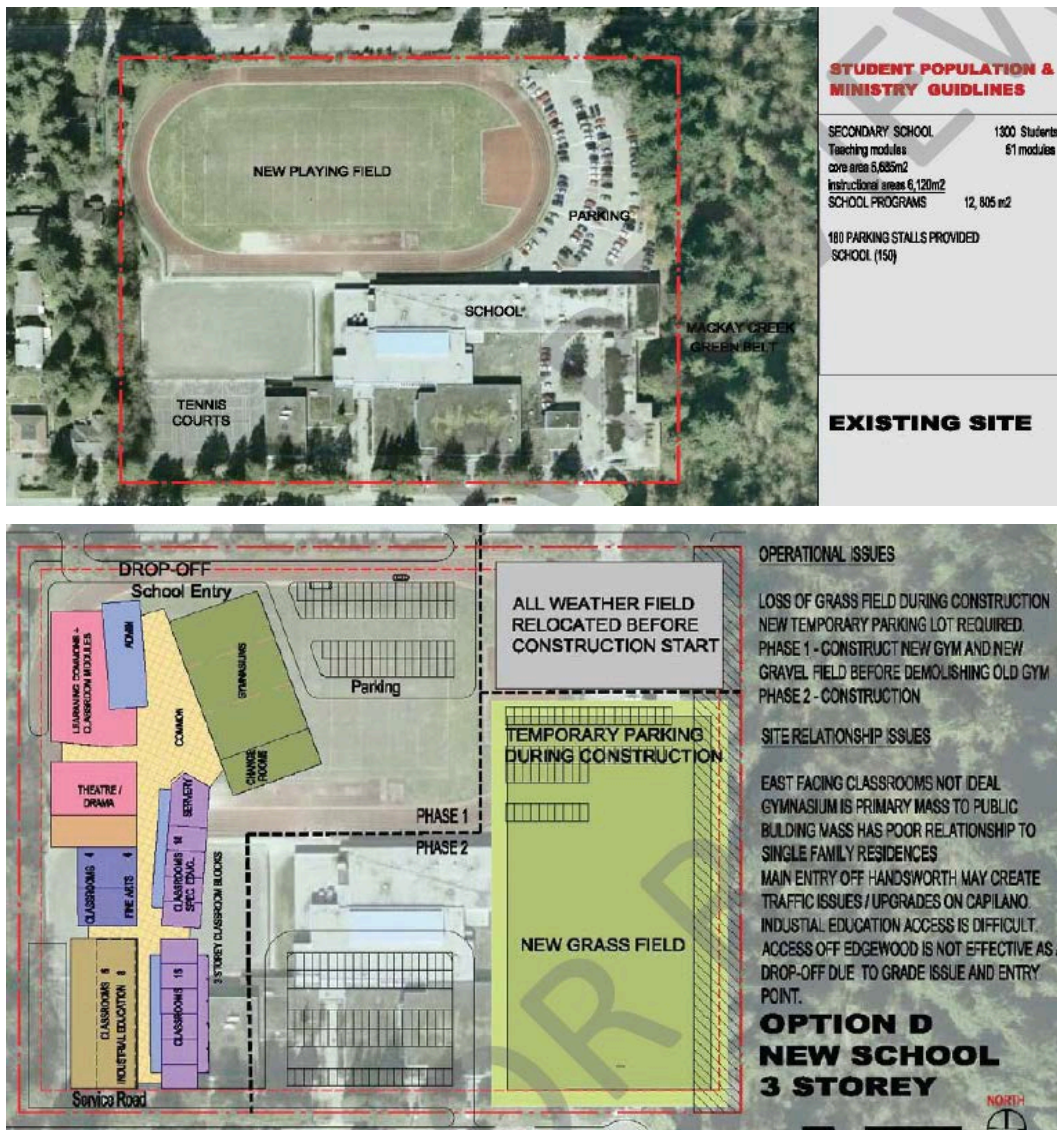
## Schedule B.5. (continued)

Narration (continued):

### Handsworth Project background

The replacement of Handsworth Secondary School due to seismic condition was identified in the Board of Education’s 2008/09 Five-Year Capital Plan as the #2 priority, following the replacement of Argyle due to seismic condition as the #1 priority.

In 2011, a Project Identification Report (PIR) was completed and submitted to the Ministry of Education, providing a description of the condition of the school and examining a range of options from a seismic upgrade of the facility to a full replacement project. The PIR recommended the Full Replacement Project option be advanced in the capital planning process.



The **Option D New School** concept (above) was developed for planning purposes only.

## Schedule B.5. (continued)

Narration (continued):

The Ministry provided approval for a seismic upgrade project in 2013 to enable the Board to proceed with a more detailed examination of the seismic condition of each of the 8 blocks of the school and to prepare a Project Definition Report (PDR). The School District completed the Seismic Project Identification Reports for each of the eight blocks of the school and prepared the DRAFT PDR. Cost estimates provided within the PDR are \$52.9M for the Full Replacement Project option and \$42.5M for the Seismic Upgrade option, for a difference in funding of \$10.4M between the two options. The DRAFT PDR recommends the Full Replacement Project option over the Seismic Upgrade Option.

The PDR was initially submitted to the Ministry of Education as a DRAFT in November 2014 and updated for resubmission in November 2015. The PDR is now under Ministry review. The Ministry has identified a number of areas requiring clarification before the PDR may be finalized. These include: confirmation of the preferred option (full Replacement, or Seismic Upgrade), capacity for the Full Replacement School option, and budget details related to Municipal requirements. The Ministry has expressed strong interest in the School District advancing the Handsworth Capital Project, at the earliest opportunity.

### Confirmation of preferred option

The Ministry of Education requires the Board to confirm its intent to proceed with the Handsworth project as a Full Replacement Project or as a Seismic Upgrade Project.

The conclusions reached through the development of the Project Identification Report (PIR) and the DRAFT Project Definition Report both recommend proceeding with a Full Replacement Project as the preferred option. In making this recommendation, the reports identify the advantages of a Full Replacement over a Seismic Upgrade.

- Significantly improved functionality for current learning and teaching.
- More compact footprint allows greater flexibility in layout of playfields, parking, and drop-off, providing the best long-term site configuration.
- More environmentally sustainable.
- Shorter Construction period of about 20 to 24 months versus up to 36 months for a seismic upgrade, reducing traffic impacts on the immediate community.
- Does not require temporary classrooms/portables.
- Construction can be completely isolated from the existing school, minimizing disruption.
- Long-term maintenance costs will be significantly less than the seismic upgrade option.
- The life of a new building exceeds that of a seismically upgraded existing building originally constructed in the 1960's.
- Life cycle costs are substantially less than the seismic upgrade.
- Building will meet current building codes and seismic codes.
- Building will be built to LEED Gold standard.
- Provide opportunities to address community interests through partnership agreements.

## Schedule B.5. (continued)

Narration (continued):

The Ministry of Education has communicated its expectation that Boards of Education will provide a source of funds to enable projects to proceed as Full Replacement Projects, rather than as a Seismic Upgrade Project. A business case has been required to support Full Replacement Project requests, indicating the capacity of the School District to achieve funding beyond the costs attributed to the Seismic Upgrade Project.

The Board has achieved the funding necessary for the conversion of the Argyle Seismic Upgrade Project to a Full Replacement Project through funds generated from surplus properties. The Board may wish to explore all available opportunities in consultation with the Ministry of Education in the development of a business case for a Full Replacement Project. Options for consideration include: full funding by the Ministry of Education, shared funding between the Ministry of Education and the Board of Education, and full funding by the Board of Education. The Board of Education has the potential to generate additional funds through the use of surplus properties for lease and/or sales revenue as advanced through its *Land, Learning and Livability* strategic land management process.

### Capacity for the Full Replacement School option

The current official capacity of Handsworth Secondary is rated at 1200. The DRAFT PDR provides enrolment projections to support a Full Replacement School with a capacity rating of 1300 students, and a core of 1500 students to facilitate future expansion.

Secondary schools are generally able to operate at 115 to 120% of official capacity ratings designated by the Ministry of Education. A capacity rating of 1200 will enable the accommodation of 1,380 to 1,440 students, while a capacity rating of 1300 will provide for student enrolment of 1,496 to 1,560 students. The current total enrolment of Handsworth this year is 1,496 students, including a total of 98 international students.

Actual student enrolment at Handsworth has consistently exceeded projections, as students are attracted from neighbouring schools and from other School Districts including André Piolat with the Conseil Scolaire Francophone and the West Vancouver School District.

Even though the Provincial Government has a priority to expand the International student program, the Ministry does not recognize International student enrolment in the calculation of school capacity. Additional capacity of 100 will enable the School District to accommodate International students in our community, while supporting this Government priority.

As the westernmost secondary school within the School District, Handsworth's catchment area is adjacent to Carson Graham Secondary. The School District Facilities Plan (2015 Update) reports a projected deficit of 315 student spaces for Carson Graham by 2029.

Providing for 1300 official capacity at Handsworth will address current enrolment as well as future enrolment pressures for Carson Graham. Building Handsworth with an official capacity of 1300 would thereby delay the requirement for an expansion to Carson Graham over the medium term. Providing sufficient capacity through a Full Replacement Project at Handsworth with a capacity of 1300 will be a more cost effective solution to address increased enrolment than a future addition to either Carson Graham, or to Handsworth.

## Schedule B.5. (continued)

Narration (continued):

### Budget details

The budget allowances for municipal requirements provided within the DRAFT Project Definition Report need to be reviewed and revised to establish the costs associated with both options: seismic upgrade and full replacement. A number of project costs will be 'triggered' by the total project cost, rather than the specific type of project.

Through an initial 'pre-application' meeting and consultation with the District of North Vancouver Planning and Engineering departments, the anticipated costs and municipal requirements will be identified, in relation to the project proceeding either as a seismic upgrade project, or as a full replacement project

Attachment:

Appendix A: Seismic condition of North Vancouver Schools

### **RECOMMENDED MOTION:**

that the Board of Education indicate its intention to advance the preferred option for the Handsworth Capital Project as a Full Replacement School Project at a capacity of 1300 students, rather than as a Seismic Upgrade Project, and;

that the Board of Education request a meeting with the Ministry of Education, at the earliest opportunity, to explore all opportunities to fund the Full Replacement School Project, including full funding provided by the Ministry of Education.

Appendix A: Seismic Condition of North Vancouver Schools.

<b>ELEMENTARY SCHOOLS</b>	<b>SEISMIC RISK</b>
Blueridge	MEDIUM
Boundary	MEDIUM
Braemar	MEDIUM
Brooksbank	MEDIUM
Canyon Heights	UPGRADE Completed 2009
Capilano	MEDIUM
Carisbrooke	UPGRADE Completed 2009
Cleveland	MEDIUM - Upgrade 2002
Cove Cliff	LOW
Dorothy Lynas	LOW
Eastview	MEDIUM
Highlands	REPLACEMENT SCHOOL 2009
Larson	MEDIUM
Lynn Valley	REPLACEMENT SCHOOL 2005
Lynnmour	MEDIUM
Montroyal	MEDIUM
Norgate	MEDIUM - Upgrade 2002
Queen Mary	REPLACEMENT SCHOOL 2013
Queensbury	MEDIUM
Ridgeway	REPLACEMENT SCHOOL 2012
Ross Road	MEDIUM
Seymour Heights	MEDIUM
Sherwood Park	MEDIUM
Upper Lynn	MEDIUM - Upgrade 2000
Westview	REPLACEMENT SCHOOL 2007

<b>SECONDARY SCHOOLS</b>	<b>SEISMIC RISK</b>
Argyle	HIGH 1 - REPLACEMENT REQUEST
Carson Graham	REPLACEMENT SCHOOL 2012
Handsworth	HIGH 1 - DRAFT PDR
Mountainside	HIGH 3
Seycove	MEDIUM
Sutherland	REPLACEMENT SCHOOL 2008
Windsor	PARTIAL 2006 - Project in process
Lucas Center	Not rated
<b>LEASED SCHOOLS</b>	
Fromme Elementary	MEDIUM - Upgrade 2003
Maplewood Elementary	Not rated
Plymouth Elementary	HIGH 2
Westover Elementary	Not rated
<b>FORMER SCHOOLS</b>	
Keith Lynn Alternate	HIGH 3 - DEMOLISHED
Lonsdale Elementary	HIGH 3 - DEMOLISHED
Monteray Annex	Not rated - DEMOLISHED
Ridgeway Annex	HIGH 3 - DEMOLITION pending

The new assessment categories are described below:

<b>Rating</b>	<b>Description</b>
High 1 (H1)	Most vulnerable structure; at highest risk of widespread damage or structural failure; not reparable after event.
High 2 (H2)	Vulnerable structure; at high risk of widespread damage or structural failure; likely not reparable after event.
High 3 (H3)	Isolated failure of building elements such as walls are expected; building likely not reparable after event.
Medium (M)	Isolated damage to building elements is expected; non-structural elements (such as bookshelves, lighting) are at risk of failure.
Low (L)	Least vulnerable; would experience isolated damage; probably reparable after event.

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

**Meeting Date:** January 23, 2018  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **School Calendar 2018/19 - Update**

**Narration:**

The Board of Education was updated at their December 12, 2017 Public Meeting on the status of discussions amongst the School Calendar Committee regarding recommendation of a proposed school calendar for the 2018/19 school year.

At that time, Assistant Superintendent Chris Atkinson, as chair of the School Calendar Committee, advised the Board of the key dates that had been identified by the Committee for the 2018/19 school year, including start and end dates, as well as Winter and Spring Break periods and the inclusion of Staff Collaboration dates.

The Committee wished to further discuss scheduling of non-instructional dates within the school year prior to confirming a final 2018/19 School Calendar recommendation to the Board and had established a meeting date of January 22, 2018 to finalize discussions.

The *School Act* and Regulations regarding the School Calendar require that a Board of Education publish a proposed calendar for public comment for a period of at least one month prior to approving the calendar. It also requires that an approved calendar be submitted to the Ministry of Education before the end of March in year preceding implementation of the calendar.

In order to meet these timelines, it is proposed that a public comment period run from January 29, 2018 to February 28, 2018 and that a summary of the public comments received be provided to the Board prior to their final adoption of a 2018/19 School Calendar at their March 13, 2018 Public Board Meeting.

A Proposed 2018/19 School Calendar For Comment has been prepared for publication, inclusive of the dates discussed by the Committee in November and December. Information regarding the Proposed Calendar and the public comment period will be communicated to North Vancouver School District parents and staff by email and through publication on the School District's website.

Assistant Superintendent Chris Atkinson will provide the Board with an update the Committee's January 22<sup>nd</sup> discussions and confirmation of the calendar dates that will be included within the Proposed Calendar For Comment.

**Attachment:**  
Proposed 2018/19 School Calendar For Comment

# DRAFT PROPOSED 2018-19 SCHOOL CALENDAR FOR COMMENT

AUGUST 2018						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 2018						
S	M	T	W	T	F	S
						1
2	3	4*	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21 EXAMPLE	22
23	24	25	26	27	28	29
30						

OCTOBER 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

JANUARY 2019						
S	M	T	W	T	F	S
	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2019						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2019						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7 EXAMPLE	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27★	28	29

4*	1ST DAY OF SCHOOL (PARTIAL DAY)
	STAT/WINTER/SPRING HOLIDAY
	NVSD CURRIC IMPL DAY (1)
EXAMPLE	SCHOOL-BASED PRO D DAY (2) <sup>1</sup> "placeholder" date only - see below
	DISTRICT (NVTA) PRO D DAY (3) <sup>2</sup> "placeholder" date - see below
	STAFF COLLABORATION (5) shortened day for students
	ADMINISTRATIVE DAY
27★	LAST DAY FOR STUDENTS IS JUNE 27

January 2018

- <sup>1</sup> Yellow highlighted dates are **EXAMPLE** dates only. Each school will select their own 2 school-based Pro D dates and publish by May 31, 2018. **Please check with your school.**
- <sup>2</sup> Pink highlighted dates are **EXAMPLE** dates only. A total of 3 dates will be selected by the NVTA and will be confirmed in May 2018



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

**Meeting Date:** January 23, 2018                       **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* (January 2018).

**Attachment:**

Land, Learning and Livability Community Consultation Engagement UPDATE – January 2018

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

### **Argyle Secondary School:**

Design work continues on Argyle Secondary with the School District looking to go to tender in the last week of January. We are still working with the District of North Vancouver to attain a Development Permit and Building Permit.

### **Handsworth Secondary School:**

Please see update in Board update.

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

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

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

**Meeting Date:** January 23, 2018                       **Board**                       **Board, in camera**

**Topic (as per the Memorandum):**                      **Thursday, January 18, 2018 Standing Committee Meeting**

**Narration:**

As part of the North Vancouver School District’s Ten-Year Strategic Plan and Three-Year Operating Plan, the School District has been working diligently for a number of years to support all of our students in the area of “Choice” set by the Ministry of Education in 2002.

The focus of the Board of Education Standing Committee meeting of January 18, 2018 was highlighting all of the available enhanced programs for students, at the secondary level, in the School District.

The evening was well attended, with students, parents and staff present in the Sutherland Secondary School gymnasium. Information booths, supported by students and staff from our enhanced programs, were set-up so that students and parents could meet, share and discuss, with staff, the opportunities available for students, in secondary schools within the School District.

Trustee Forward will report on highlights of the meeting.

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

**Meeting Date:** January 23, 2018                       **Board**                       **Board, in camera**

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

**Narration:**

**Argyle** – a field trip to Europe (Germany, Czech Republic and Poland) has been scheduled for March 15-24, 2018. The trip involves approximately 70 music students in Grades 10-12, accompanied by six teacher supervisors.

Students will travel to Europe by commercial airline and by motor coach while there. Accommodation will be in hotels. The per-student cost of approximately \$3,700 will be paid by the students.

The purpose of this extracurricular trip is to supplement the educational program through exploration a variety of musical, cultural and historic sites and will include musical performance opportunities. Students' overall learning will be enhanced through visits to historic and cultural locations, including the opportunity to experience new languages. Additionally, coherence of the musical ensemble is expected to develop through the extended experience of being together and away from home.

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**Seycove** – a field trip to the Dominican Republic has been scheduled for March 14-26, 2018. The trip involves approximately 50 Grade 11-12 students in Social Justice 12, accompanied by six teacher supervisors.

Students will travel by air to the Dominican Republic and travel by bus while there. They may also take part in a short boat excursion. They will be accommodated in a hotel and the trip cost is approximately \$4,300 per student, which will be paid by the students.

The purpose of this extracurricular trip is to supplement the educational program in Social Justice/Global Education/Cultural Tourism through humanitarian work in an impoverished area. Students will conduct service work in local villages, assisting with community building projects and participate in "A Day in the Life" work experience with local residents.

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**Argyle** – a field trip to Costa Rica has been scheduled for March 18-26, 2018. The trip involves 20 Grade 10-12 members of the Boys' Soccer team, who will be accompanied by two teacher supervisors.

Travel to Costa Rica will be by air, with travel within the country by bus. Students will be accommodated in hotels. The cost per student is \$4,000, which will be paid by students.

The purpose of this extracurricular trip is to supplement the general educational program as well as soccer skill development specifically, with participation in international soccer competition against local teams. Students will also be exposed to the Costa Rican culture and landscape through visits to local sites of importance.

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

**Meeting Date:** January 23, 2018       **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.8.....**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 23, 2018                       **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.9**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** January 23, 2018       **Board**       **Board, in camera**

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

**Narration:**

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

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

**Meeting Date:** January 23, 2018                       **Board**                       **Board, in camera**

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

**Narration:**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, February 6, 2018 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 20, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, March 13, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, April 3, 2018 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:** January 23, 2018                       **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.