



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, February 20, 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 January 23, 2018 be approved as circulated)	(no schedule)	7:35 pm
A.5.	Student Presentation – Handsworth Secondary		7:50 pm
B.	Action Items		
B.1.	School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2017/18		8:15 pm
B.2.	Proposed Revised Policy 103: Board of Education - Policy Development		8:25 pm
C.	Information and Proposals		
C.1.	Land Management Update		8:40 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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Format and Date:

PUBLIC BOARD MEETING
Tuesday, February 20, 2018 at
7:00 pm

		Estimated Completion Time
	(continued)	
C.2.	Tuesday, February 6, 2018 Standing Committee Meeting	8:45 pm
C.3.	Out of Country Field Trips - Secondary	8:55 pm
C.4.	Superintendent’s Report	9:05 pm
C.5.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)	9:15 pm
C.6.	Trustees’ Reports	9:25 pm
D.	Future Meetings	9:25 pm
E.	Public Question & Comment Period	9:45 pm
F.	Adjournment	(no schedule) 9:45 pm

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: February 20, 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, January 23, 2018.

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

A. Call to Order

Chair Sacré called the meeting to order at 7:00 pm and welcomed those in attendance. The traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation were acknowledged. Chair Sacré referenced the Chilliwack School District, commending them for standing up for policy and human rights.

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 January 23, 2018 Public Meeting by telephone.

Seconded by J. Stanley

Carried

A.3. Approval of Agenda

Moved by F. Stratton

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

Seconded by B. Forward

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.

Darren Steele, resident of North Vancouver and teacher at Sherwood Park Elementary, spoke on behalf of his colleagues, highlighting his thoughts regarding the daily struggles of digital literacy and inadequate technology in certain schools across the District.

A.5. Approval of Minutes

Moved by B. Forward

that the minutes of the public meeting of December 12, 2017 be approved as circulated.

Seconded by J. Stanley

Carried

A.6. Student Presentation – Argyle Secondary School

Students from Argyle Secondary School presented their film, “Metanoia”, to the Board. 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.

Piero Ferrando, Lukas Hardieck, Diego Navarro, Graham Wall, and, Nicole Wilson all noted that although the group didn’t know each other going into the competition, 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.

Their film, “Metanoia”, was successfully awarded the Best Cinematography award.

The Board thanked the students for sharing the film and congratulated them on winning the competition. The film can be viewed on the School District’s website: “[Metanoia](#)”.

B.1. Board Committees and Trustee Representational Assignments (2018)

Chair Sacré introduced this item and advised that, in accordance with [Policy 102: Board of Education – Committees and Representation](#), Trustees had met to discuss their preferences for committee appointments in the 2018 calendar year.

Moved by F. Stratton

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.

Seconded by J. Stanley

Carried

B.2. Trustee Stipends

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

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.

Secretary Treasurer Allison provided examples of stipend amounts for neighbouring school districts and provided clarification regarding postponing the motion and tax changes to Trustees.

Moved by M. Higgins, Seconded by S. Skinner, Defeated

that the motion be postponed until the Public Board Meeting in June 2018.

The motion to postpone was defeated.

Moved by C. Gerlach, Seconded by B. Forward, Carried

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.

B.2. Trustee Stipends (continued)

After consensus of the Trustees, a discussion occurred with respect to the follow motion:

Moved by C. Sacré, Seconded by J. Stanley, Carried

that Staff research appropriate consequences used by other Boards of education, municipalities, and elected bodies, that address an individual elected official's neglect of their specified duties, and violation of codes of ethics, and;

that Staff provide the Board with recommendations on consequences that may be included in the Trustee Handbook to aid the Board in self-governance, and;

that the proposed recommendations would consider a range of consequences, that are appropriate to the reason and cause for neglect of duties or violation of the Trustee Code of Conduct, and could be employed by the Board, up to and including the garnishment of a Stipend, and;

that staff update the Board no later than April 2018.

An amendment to the motion included:

Moved by M. Higgins, Seconded by B. Forward, Defeated

...provided that there is no financial cost to the School District.

The amendment was defeated.

The Board then voted on the main motion and it was carried.

B.3. Corporate Banking Services

Secretary Treasurer Allison introduced the following routine bylaw and resolutions as a consequence of a new Vice Chair assigned signing authority.

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

Moved by B. Forward

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

Seconded by J. Stanley

Carried

Moved by J. Stanley

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

Seconded by F. Stratton

Carried

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

Moved by F. Stratton

that Banking Bylaw Number 1-2018 be read a third time, passed, and adopted.

Seconded by B. Forward

Carried

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

Moved by J. Stanley

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

Seconded by F. Stratton

Carried

B.3. Corporate Banking Services (continued)

(C) Blue Shore Financial – Resolution re: Bankers and Signing Officers

Moved by B. Forward

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

Seconded by J. Stanley

Carried

C.1. North Vancouver Parent Advisory Council Annual Report 2016/17

To provide highlights of the North Vancouver Parent Advisory Council's activities in the 2016/17 year, Chair Sacré welcomed Amanda Nichol, NVPAC Chair, to the table.

Ms. Nichol thanked the Board for its continued support financially and also for the provision of meeting space for the NVPAC's general meetings and special events held at the Education Services Centre. In her report, Ms. Nichol highlighted the 2016/17 year.

On behalf of the Board, Chair Sacré thanked Ms. Nichol for her for supporting all Parent Advisory Councils in the North Vancouver School District.

C.2. Handsworth Secondary School Replacement - Update

Superintendent Mark Pearmain introduced this agenda item sharing that 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.

Superintendent Pearmain shared that next steps include: retaining an architectural firm, provide update on progress to community – which was done at the Handsworth PAC Meeting on January 22, 2018, and begin preliminary design scope / site scope work.

C.3. School Calendar 2018/19 - Update

Assistant Superintendent Chris Atkinson provided the Board with an update on the dates of the 2018/19 School Calendar. It was noted that 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 the year preceding implementation of the calendar.

In order to meet these timelines, a public comment period run will from January 29, 2018 to February 28, 2018. A summary of the public comments received will be provided to the Board prior to their final adoption of a 2018/19 School Calendar at their 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 Mountainside Secondary School Seismic Upgrade. An update was also provided on the proposed Lower Lonsdale School.

C.5. Thursday, January 18, 2018 Standing Committee Meeting

Trustee Forward reported on the meeting that focused on Enhanced programs in the North Vancouver School District.

C.6. 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:

- Argyle Secondary School – field trip to Europe (Germany, Czech Republic and Poland) (March 15-24, 2018)
- Seycove Secondary School – field trip to the Dominican Republic (March 14-26, 2018)
- Argyle Secondary School – field trip to Costa Rica (March 18-26, 2018)

C.7. Superintendent’s Report

Superintendent Mark Pearmain shared highlights from his visits to Ridgeway and Carisbrooke Elementary School. Staff had the pleasure of playing a friendly game of Lacrosse at Argyle Secondary School with the help of two Vancouver Stealth professional lacrosse players. It was noted that senior staff met with the Ministry of Education to discuss funding model and the challenges that districts face. Trustees were updated on the status of the video live stream of Public Board Meetings.

C.8. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)

Trustee Stanley updated the Board on the BCSTA Metro Meeting and shared motions that have been put forward for the AGM. Trustee Gerlach noted that the BCPSEA AGM is January 25-26, 2018 and there is a potential for a new board to be voted in. Both Trustee Stanley and Gerlach will have updates for the Board at the next meeting.

C.9. 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
 - District Student Leadership Council Meeting
 - Aboriginal Education Committee Meeting
 - Calendar Committee Meeting
 - Inclusion Committee Meeting
 - BCPSEA Meeting
 - NVRCC Meeting
 - PAC Meetings
2. Events attended by Trustees included:
 - Ministry of Education Handsworth Replacement Event
 - BCPSEA / WVSD Session
 - Seymour Heights Elementary – Read to Students
 - Perform for Pride Fundraiser
 - BCPSEA Conference Call
 - Aboriginal Event – Colonization Road
 - Aboriginal Christmas Gathering

D. Future Meetings

Date and Time	Event	Location
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

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.

Darren Steele, resident of North Vancouver, spoke again regarding funding for technology in schools. Mr. Steele noted that funding from Parent Advisory Council's should be shared at the discretion of the Board and School District senior management.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 9:06 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: February 20, 2018 **Board** **Board, in camera**

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

Narration:

Students from Handsworth Secondary School are practicing real life during their mathematics and business class. Under direction from teacher Mr. Jordan Dickson, three students from Handsworth Secondary won the Provincial Junior Achievement: ISP (Investment Strategies Program). This program teaches students how to invest for the future and manage their own simulated stock market portfolio.

Mr. Dickson, teacher at Handsworth Secondary and three Grade 9 students will share their thoughts and experiences with the course and the stock market simulation challenge that they won.

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

Meeting Date: February 20, 2018 **Board** **Board, in camera**

Topic (as per the Memorandum): **School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2017/18**

Narration:

This evening, the Board is being asked to adopt an Amended Annual Budget Bylaw for Fiscal Year 2017/18. Section 113 of the *School Act* provides the authority for a Board to amend its annual budget bylaw. The Amended Budget is the final budget for the 2017/18 fiscal year and includes numerous budget variations that have taken place since the adoption of the 2017/18 Preliminary Budget on June 27, 2017.

In the Amended Budget, the Board has increased its revenue budget by \$6,013,347 since the adoption of the Preliminary Budget in June 2017. Significant adjustments included an increase to the Operating Grant budget estimate by \$1,331,795 as a result of higher than anticipated enrolment. The Classroom Enhancement Fund Grant has been increased by \$4,542,419 to fund the provisions of restored contract language. Investment earnings estimate has been increased by \$145,000 based on anticipated returns. Use of \$1,113,740 of accumulated operating surplus has been included. Of this surplus appropriation \$342,846 of this relates to the carryforward of unspent prior year school block budgets, \$526,332 is the unspent balance of the Student Learning Grant funds received late in the fiscal year 2017, and \$244,562 will be required to balance operating revenues against anticipated operating expenses.

Total planned expenditures increased by \$4,934,162. This is largely attributed to the increased staffing costs added in respect of the restored language provisions. Smaller increases have been added to staffing in respect of PSEC approved Management and Exempt staff salary increases, Trustee indemnity increase, and a reduction to Employee Benefit costs made in respect of the 50% decrease to MSP premiums effective January 1, 2018. Other increases were made to the supplies expense budget, and consulting budgets.

Supporting Schedules 2, 3, and 4 provide details of the Operating, Special Purpose, and Capital Funds, respectively.

The Total Budget Bylaw amount is \$187,409,973 and the overall budgeted deficit which occurs due to an excess of amortization expense over amortization of deferred grant revenues is \$3,175,429.

Attachment:

Amended Annual Budget School District No. 44 (North Vancouver) June 30, 2018
(includes Amended Annual Budget Bylaw for Fiscal Year 2017/18 on page 3 of the Amended Budget)

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2017/18 be read a first time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2017/18 be read a second time;



Schedule B.1. (continued)

Narration (continued):

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2017/18 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.

Amended Annual Budget

School District No. 44 (North Vancouver)

June 30, 2018

School District No. 44 (North Vancouver)

June 30, 2018

Table of Contents

Bylaw	1
Amended Annual Budget - Revenue and Expense - Statement 2	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Object	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4	14

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

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2017/2018 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2017/2018.
3. The attached Statement 2 showing the estimated revenue and expense for the 2017/2018 fiscal year and the total budget bylaw amount of \$187,409,973 for the 2017/2018 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2017/2018.

READ A FIRST TIME THE _____ DAY OF _____, 2018;

READ A SECOND TIME THE _____ DAY OF _____, 2018;

READ A THIRD TIME, PASSED AND ADOPTED THE _____ DAY OF _____, 2018;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Amended Annual Budget Bylaw 2017/2018, adopted by the Board the _____ DAY OF _____, 2018.

Secretary Treasurer

School District No. 44 (North Vancouver)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2018

	2018 Amended Annual Budget	2018 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	15,284,250	15,052,000
Adult	16,563	23,000
Other	105,250	92,750
Total Ministry Operating Grant Funded FTE's	15,406,063	15,167,750
Revenues	\$	\$
Provincial Grants		
Ministry of Education	148,829,332	143,013,798
Other	10,000	10,000
Federal Grants	5,000	5,000
Tuition	9,289,275	9,275,000
Other Revenue	11,673,196	11,634,658
Rentals and Leases	2,030,638	2,030,638
Investment Income	576,300	431,300
Amortization of Deferred Capital Revenue	5,885,700	5,885,700
Total Revenue	178,299,441	172,286,094
Expenses		
Instruction	151,577,942	146,402,349
District Administration	4,334,475	4,767,629
Operations and Maintenance	26,225,885	26,031,342
Transportation and Housing	450,308	453,128
Total Expense	182,588,610	177,654,448
Net Revenue (Expense)	(4,289,169)	(5,368,354)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,113,740	2,175,425
Budgeted Surplus (Deficit), for the year	(3,175,429)	(3,192,929)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(3,175,429)	(3,192,929)
Budgeted Surplus (Deficit), for the year	(3,175,429)	(3,192,929)

School District No. 44 (North Vancouver)

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2018

	2018 Amended Annual Budget	2018 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	151,122,111	150,671,688
Operating - Tangible Capital Assets Purchased	248,400	230,900
Special Purpose Funds - Total Expense	21,584,007	17,100,268
Special Purpose Funds - Tangible Capital Assets Purchased	572,963	572,963
Capital Fund - Total Expense	9,882,492	9,882,492
Capital Fund - Tangible Capital Assets Purchased from Local Capital	4,000,000	4,000,000
Total Budget Bylaw Amount	187,409,973	182,458,311

Approved by the Board

Signature of the Chairperson of the Board of Education

Date Signed

Signature of the Superintendent

Date Signed

Signature of the Secretary Treasurer

Date Signed

School District No. 44 (North Vancouver)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2018

	2018 Amended Annual Budget	2018 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(4,289,169)</u>	<u>(5,368,354)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(821,363)	(803,863)
From Local Capital	(4,000,000)	(4,000,000)
Total Acquisition of Tangible Capital Assets	<u>(4,821,363)</u>	<u>(4,803,863)</u>
Amortization of Tangible Capital Assets	9,882,492	9,882,492
Total Effect of change in Tangible Capital Assets	<u>5,061,129</u>	<u>5,078,629</u>
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>771,960</u></u>	<u><u>(289,725)</u></u>

School District No. 44 (North Vancouver)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
 Year Ended June 30, 2018

	Operating Fund	Special Purpose Fund	Capital Fund	2018 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	6,162,327		102,434,806	108,597,133
Changes for the year				
Net Revenue (Expense) for the year	(865,340)	572,963	(3,996,792)	(4,289,169)
Interfund Transfers				
Tangible Capital Assets Purchased	(248,400)	(572,963)	821,363	-
Net Changes for the year	(1,113,740)	-	(3,175,429)	(4,289,169)
Budgeted Accumulated Surplus (Deficit), end of year	5,048,587	-	99,259,377	104,307,964

School District No. 44 (North Vancouver)

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2018

	2018 Amended Annual Budget	2018 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	133,277,362	131,945,567
Other	10,000	10,000
Federal Grants	5,000	5,000
Tuition	9,289,275	9,275,000
Other Revenue	5,068,196	5,029,658
Rentals and Leases	2,030,638	2,030,638
Investment Income	576,300	431,300
Total Revenue	150,256,771	148,727,163
Expenses		
Instruction	130,078,935	129,387,081
District Administration	4,249,475	4,682,629
Operations and Maintenance	16,343,393	16,148,850
Transportation and Housing	450,308	453,128
Total Expense	151,122,111	150,671,688
Net Revenue (Expense)	(865,340)	(1,944,525)
Budgeted Prior Year Surplus Appropriation	1,113,740	2,175,425
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(248,400)	(230,900)
Total Net Transfers	(248,400)	(230,900)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2018

	2018 Amended Annual Budget	2018 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	129,485,757	128,153,902
Other Ministry of Education Grants		
Pay Equity	2,966,047	2,966,047
Funding for Graduated Adults	12,000	12,000
Transportation Supplement	40,566	40,566
Return of Administrative Savings	665,252	665,252
Carbon Tax Grant	90,000	90,000
Scorer/Marker Training	17,740	17,800
Total Provincial Grants - Ministry of Education	133,277,362	131,945,567
Provincial Grants - Other	10,000	10,000
Federal Grants	5,000	5,000
Tuition		
Summer School Fees	104,275	90,000
International and Out of Province Students	9,185,000	9,185,000
Total Tuition	9,289,275	9,275,000
Other Revenues		
Miscellaneous		
Cheakamus Centre	2,386,058	2,386,058
District Miscellaneous	192,000	192,000
Band and Strings	583,000	543,000
Recoveries and Donations	211,500	211,500
School Miscellaneous	332,500	332,500
Artists For Kids	214,838	216,300
Academy Fees	1,148,300	1,148,300
Total Other Revenue	5,068,196	5,029,658
Rentals and Leases	2,030,638	2,030,638
Investment Income	576,300	431,300
Total Operating Revenue	150,256,771	148,727,163

School District No. 44 (North Vancouver)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2018

	2018 Amended Annual Budget	2018 Annual Budget
	\$	\$
Salaries		
Teachers	66,693,054	66,711,457
Principals and Vice Principals	9,517,570	9,411,620
Educational Assistants	12,749,268	12,709,666
Support Staff	11,692,745	11,578,449
Other Professionals	3,677,178	3,657,410
Substitutes	3,836,450	3,908,533
Total Salaries	108,166,265	107,977,135
Employee Benefits	26,526,034	26,863,519
Total Salaries and Benefits	134,692,299	134,840,654
Services and Supplies		
Services	7,847,284	7,657,684
Student Transportation	56,000	56,000
Professional Development and Travel	705,285	705,285
Rentals and Leases	25,000	25,000
Dues and Fees	58,100	58,100
Insurance	420,000	420,000
Supplies	4,377,333	3,968,155
Utilities	2,940,810	2,940,810
Total Services and Supplies	16,429,812	15,831,034
Total Operating Expense	151,122,111	150,671,688

School District No. 44 (North Vancouver)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2018

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	51,968,353	3,737,194	1,653,052	1,726,977		3,033,350	62,118,926
1.03 Career Programs	66,323		22,450	230,492		1,000	320,265
1.07 Library Services	2,272,620		176,469	165,999		15,000	2,630,088
1.08 Counselling	2,342,190					3,000	2,345,190
1.10 Special Education	5,743,390		10,152,111	556,560		486,000	16,938,061
1.30 English Language Learning	1,137,616					6,000	1,143,616
1.31 Aboriginal Education	469,829	116,780	445,919			9,000	1,041,528
1.41 School Administration		5,546,816		772,190		40,000	6,359,006
1.60 Summer School	232,116			7,000			239,116
1.62 International and Out of Province Students	2,445,617			89,425	155,938	1,000	2,691,980
1.64 Other	15,000			13,800	162,779	49,800	241,379
Total Function 1	66,693,054	9,400,790	12,450,001	3,562,443	318,717	3,644,150	96,069,155
4 District Administration							
4.11 Educational Administration					637,770		637,770
4.40 School District Governance					173,880		173,880
4.41 Business Administration		116,780		1,064,085	1,253,783	5,000	2,439,648
Total Function 4	-	116,780	-	1,064,085	2,065,433	5,000	3,251,298
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				48,321	847,929		896,250
5.50 Maintenance Operations				6,633,758	445,099		7,078,857
5.52 Maintenance of Grounds				364,306		185,300	549,606
5.56 Utilities							-
Total Function 5	-	-	-	7,046,385	1,293,028	185,300	8,524,713
7 Transportation and Housing							
7.70 Student Transportation			299,267	19,832		2,000	321,099
Total Function 7	-	-	299,267	19,832	-	2,000	321,099
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	66,693,054	9,517,570	12,749,268	11,692,745	3,677,178	3,836,450	108,166,265

School District No. 44 (North Vancouver)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2018

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2018 Amended Annual Budget	2018 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	62,118,926	16,718,061	78,836,987	4,617,028	83,454,015	83,127,234
1.03 Career Programs	320,265	73,834	394,099	101,300	495,399	490,110
1.07 Library Services	2,630,088	676,781	3,306,869	16,000	3,322,869	3,331,135
1.08 Counselling	2,345,190	616,761	2,961,951	24,500	2,986,451	2,994,106
1.10 Special Education	16,938,061	3,930,482	20,868,543	400,500	21,269,043	21,165,366
1.30 English Language Learning	1,143,616	300,369	1,443,985	1,000	1,444,985	1,384,096
1.31 Aboriginal Education	1,041,528	248,506	1,290,034	48,700	1,338,734	1,318,126
1.41 School Administration	6,359,006	1,350,130	7,709,136	122,900	7,832,036	7,758,038
1.60 Summer School	239,116	62,627	301,743	15,200	316,943	317,702
1.62 International and Out of Province Students	2,691,980	698,041	3,390,021	1,124,300	4,514,321	4,520,852
1.64 Other	241,379	50,586	291,965	2,812,174	3,104,139	2,980,316
Total Function 1	96,069,155	24,726,178	120,795,333	9,283,602	130,078,935	129,387,081
4 District Administration						
4.11 Educational Administration	637,770	124,562	762,332	265,000	1,027,332	1,013,400
4.40 School District Governance	173,880	25,369	199,249	108,450	307,699	293,317
4.41 Business Administration	2,439,648	(294,104)	2,145,544	768,900	2,914,444	3,375,912
Total Function 4	3,251,298	(144,173)	3,107,125	1,142,350	4,249,475	4,682,629
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	896,250	197,711	1,093,961	570,100	1,664,061	1,670,077
5.50 Maintenance Operations	7,078,857	1,594,051	8,672,908	2,184,950	10,857,858	10,846,078
5.52 Maintenance of Grounds	549,606	81,058	630,664	365,000	995,664	806,885
5.56 Utilities	-	-	-	2,825,810	2,825,810	2,825,810
Total Function 5	8,524,713	1,872,820	10,397,533	5,945,860	16,343,393	16,148,850
7 Transportation and Housing						
7.70 Student Transportation	321,099	71,209	392,308	58,000	450,308	453,128
Total Function 7	321,099	71,209	392,308	58,000	450,308	453,128
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	108,166,265	26,526,034	134,692,299	16,429,812	151,122,111	150,671,688

School District No. 44 (North Vancouver)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2018

	2018 Amended Annual Budget	2018 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	15,551,970	11,068,231
Other Revenue	6,605,000	6,605,000
Total Revenue	22,156,970	17,673,231
Expenses		
Instruction	21,499,007	17,015,268
District Administration	85,000	85,000
Total Expense	21,584,007	17,100,268
Net Revenue (Expense)	572,963	572,963
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(572,963)	(572,963)
Total Net Transfers	(572,963)	(572,963)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2018

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Coding and Curriculum Implementation	Priority Measures
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year			3,224,852					98,992	473,903
Add: Restricted Grants									
Provincial Grants - Ministry of Education	626,273	514,771		224,000	61,250	268,464	1,088,361		
Other			6,500,000						
	626,273	514,771	6,500,000	224,000	61,250	268,464	1,088,361	-	-
Less: Allocated to Revenue	626,273	514,771	6,500,000	224,000	61,250	268,464	1,088,361	98,992	473,903
Deferred Revenue, end of year	-	-	3,224,852	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	626,273	514,771		224,000	61,250	268,464	1,088,361	98,992	473,903
Other Revenue			6,500,000						
	626,273	514,771	6,500,000	224,000	61,250	268,464	1,088,361	98,992	473,903
Expenses									
Salaries									
Teachers						77,300	231,900		375,446
Principals and Vice Principals								378,956	
Educational Assistants		421,076						46,816	
Support Staff				164,592					
Other Professionals									
Substitutes						30,000		55,000	
	-	421,076	-	164,592	-	107,300	657,672	55,000	375,446
Employee Benefits		93,695		36,622		25,651	155,747	9,741	98,457
Services and Supplies	53,310		6,500,000	22,786	61,250	135,513	274,942	34,251	
	53,310	514,771	6,500,000	224,000	61,250	268,464	1,088,361	98,992	473,903
Net Revenue (Expense) before Interfund Transfers	572,963	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(572,963)								
	(572,963)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2018

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Violence Prevention	Metro Regional Implementation	PRP Carlile Youth Inpatient Unit	TOTAL
	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year					267,861	4,065,608
Add: Restricted Grants						
Provincial Grants - Ministry of Education	3,923,417	8,004,678				14,711,214
Other			20,000	85,000		6,605,000
	<u>3,923,417</u>	<u>8,004,678</u>	<u>20,000</u>	<u>85,000</u>	<u>-</u>	21,316,214
Less: Allocated to Revenue	3,923,417	8,004,678	20,000	85,000	267,861	22,156,970
Deferred Revenue, end of year	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	3,224,852
Revenues						
Provincial Grants - Ministry of Education	3,923,417	8,004,678			267,861	15,551,970
Other Revenue			20,000	85,000		6,605,000
	<u>3,923,417</u>	<u>8,004,678</u>	<u>20,000</u>	<u>85,000</u>	<u>267,861</u>	22,156,970
Expenses						
Salaries						
Teachers		5,042,812			108,220	5,835,678
Principals and Vice Principals	46,712					46,712
Educational Assistants	2,361,271					3,161,303
Support Staff		94,840				306,248
Other Professionals		85,242				85,242
Substitutes		1,092,414			3,500	1,180,914
	<u>2,407,983</u>	<u>6,315,308</u>	<u>-</u>	<u>-</u>	<u>111,720</u>	10,616,097
Employee Benefits	500,031	1,689,370			29,093	2,638,407
Services and Supplies	1,015,403		20,000	85,000	127,048	8,329,503
	<u>3,923,417</u>	<u>8,004,678</u>	<u>20,000</u>	<u>85,000</u>	<u>267,861</u>	21,584,007
Net Revenue (Expense) before Interfund Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	572,963
Interfund Transfers						
Tangible Capital Assets Purchased						(572,963)
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	(572,963)
Net Revenue (Expense)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	-

School District No. 44 (North Vancouver)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2018

	2018 Amended Annual Budget			2018 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Amortization of Deferred Capital Revenue	5,885,700		5,885,700	5,885,700
Total Revenue	5,885,700	-	5,885,700	5,885,700
Expenses				
Amortization of Tangible Capital Assets Operations and Maintenance	9,882,492		9,882,492	9,882,492
Total Expense	9,882,492	-	9,882,492	9,882,492
Net Revenue (Expense)	(3,996,792)	-	(3,996,792)	(3,996,792)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	821,363		821,363	803,863
Total Net Transfers	821,363	-	821,363	803,863
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	4,000,000	(4,000,000)	-	
Total Other Adjustments to Fund Balances	4,000,000	(4,000,000)	-	
Budgeted Surplus (Deficit), for the year	824,571	(4,000,000)	(3,175,429)	(3,192,929)

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

Meeting Date: February 20, 2018 **Board** **Board, in camera**

Topic (as per the Memorandum): **Proposed Revised Policy 103: Board of Education – Policy Development**

Narration:

Through the 2015/16 Policy Review Committee, it was recommended that consideration be given to revising Policy 103: Board of Education – Policy Development, to increase clarity through greater specificity.

In 2016/17 Mark Pearmain, Superintendent, chaired the Policy Review Committee and established a workflow for policy development and review. The Policy Review Committee also reviewed the Terms of Reference, and determined that the Superintendent or designate will chair the Policy Review Committee.

Mark Pearmain, Superintendent, will introduce *Proposed Revised Policy 103: Board of Education – Policy Development*, as attached to this Administrative Memorandum of February 20, 2018.

Attachments:

- Proposed Revised Policy 103: Board of Education – Policy Development*
- Proposed Revised Policy 103: Board of Education – Policy Development – Administrative Procedures (for information only)*
- Policy Review Process (Appendix)*

RECOMMENDED MOTION:

that the Board of Education approve *Proposed Revised Policy 103: Board of Education – Policy Development*, as attached to this Administrative Memorandum of February 20, 2018.

103 Board of Education – Policy Development

Revised: September 25, 2001

Revised: October 24, 2007

Proposed Revised: February 20, 2018

Policy

One of the Board's primary functions is the establishment and monitoring of policy. The Board further believes that its policies are detailed expressions of intent and must be based upon the Board's own statements of mission, mandate and core values. Board policies also reflect the community's views, represented by the elected trustees with input from stakeholder groups. Formal publication of Board policy is necessary in order that the community may hold the Board accountable.

Policies are adopted by the Board in order to take actions consistent with the School Act and its regulations, ministerial orders, other legislation, and the school district's Strategic Plan. It is the responsibility of the Superintendent of Schools to establish a program of regular evaluation and consultation to review Board policies through the Policy Review Committee. The process of policy development and review shall include open and authentic communication between the Board and its students, staff, parents and other members of the community. This communication shall ordinarily proceed through the representatives on the Policy Review Committee.

Policies guide the actions of the Superintendent, who acts on the Board's behalf in monitoring the implementation of policies and administrative procedures.

Criteria for Exemplary Policy

The following are considered the criteria for exemplary Board policies:

- Policies are consistent with the Board's statements of vision, values and goals
- Policies are developed in response to a real need and are the result of a comprehensive consultative process
- Policies are clearly written and are easily understood by those who reference them
- Policies are precise enough to give guidance, but broad enough to allow appropriate discretionary action
- Policies are current and up-to-date
- Policies are readily available and accessible to anyone who wishes to reference them
- Policies are deemed to be effective after regular review.

Policy Implementation

Following Board adoption of a policy, the Superintendent assumes responsibility for implementing the policy. The process of implementation will include the development of written administrative procedures, communication with affected groups, determination of any immediate actions required by the policy, and the establishment of long-term plans. The Superintendent will inform the Board of any changes to the administrative procedures. Administrative Procedures are not subject to approval/adoption by the Board.

A program of regular evaluation of the effectiveness of policies shall be undertaken by the Superintendent who will report findings to the Board from time-to-time.

Administrative Procedures

Policy 103: Board of Education – Policy Development – Administrative Procedures

103 Board of Education – Policy Development

Proposed Revised: February 20, 2018

Administrative Procedures

Policy Review Committee

The Superintendent chairs the Policy Review Committee, which is comprised of two Board Trustees and two members from each of the stakeholder groups: CUPE Local 389, NVTAs, North Vancouver Parent Advisory Council, North Vancouver Administrators, and District Student Leadership Council. Other members of the School District staff may be appointed to the committee by the Superintendent. The Superintendent may establish policy review sub-committees to develop draft policy for recommendation to the Policy Review Committee. The Policy Review Committee may be asked to consult with their respective stakeholder groups regarding draft policy. The workflow for new and revised policy may change due to imposed Government deadlines. When required, the Superintendent shall seek legal advice on the intent and wording as part of the policy development or review process.

Process for Policy Development/Review

The Board, Superintendent or stakeholder groups (through their representatives on the Policy Review Committee) identify an issue requiring policy development/review. The Board will review the request for policy development/review, taking into consideration the following:

- Is a policy required by legislation or regulation?
- Is the development of policy the appropriate response to an issue or set of circumstances?
- Is there a health or safety issue?
- Is there a program need?
- Is there an operational need?
- Is there an equity issue?
- Is there a community issue or need?
- Is there a governance issue?
- Are there financial implications?
- Is the issue important enough to warrant a policy statement?
- What are the implications of continuing with the status quo?
- What is the practicality or feasibility of developing a particular policy?
- Will the policy further the objectives of the Strategic Plan?

The Board will direct the Superintendent to develop/review policy through the Policy Review Committee. New/revised draft policy will be proposed to the Board at a Public Board Meeting.

Consultative Process

Upon receiving the draft proposed policy and prior to adopting the policy, the Board may wish to undertake a consultative process which should be based upon the following principles:

- Consultation should involve all parties who can contribute to and/or are affected by the proposed policy
- Consultation should be characterized by openness, trust, integrity and mutual respect for the points of view of all participants
- Participants in a consultation process should be given clear mandates
- Appropriate resources should be provided to enable participants to contribute fully to the consultation
- The timelines for consultation should be clear so that participants can plan their involvement
- Consultation should be scheduled to allow full participation
- Consultation should not be used to affirm decisions already made
- Participants should be informed of the results of the consultation.

Policy development or review in accordance with legislated changes or ministerial orders shall be given high priority in order to meet the required deadline(s).

Policy Review Process:

Policy Development/Review Considerations	Policy Workflow	Process for Updating the Board
<p>Government Legislated Changes/Ministerial Orders</p> <p>Board-initiated</p> <p>Recommended by Superintendent</p> <p>Brought forward by Policy Review Committee (through Stakeholder representatives)</p>	<p>Superintendent assigns the work to staff or establishes a sub-committee</p> <p>Draft policy presented to Policy Review Committee</p> <p>Draft provided to Stakeholder groups for feedback (through Stakeholder representatives, time-permitting)</p> <p>Policy Review Committee reviews feedback</p> <p>Final Draft presented to Board at Public Board Meeting</p> <p>Policy is approved or returned to Policy Review Committee for further development</p>	<p>Superintendent provides updates to Trustees on current policy work (once per month at Trustee Seminars)</p> <p>Superintendent reviews the completed policies for the current year with Trustees (June Trustee Seminar)</p> <p>Superintendent reviews the policy workplan and priorities for the coming year with Trustees (June Trustee Seminar)</p>

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

Meeting Date: February 20, 2018 **Board** **Board, in camera**

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

Narration:

Recently, the new Land Management section (old Land, Learning, and Livability section) on the District website was updated and all of the pages / existing content were refreshed. The School District will continue to update the Land Management page with new content as required.

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

Mark Pearmain, Superintendent of Schools, will present the attached *Land Management Update* (February 2018).

Attachment:

Land Management UPDATE – February 2018

Land Management Engagement Update

Land Management Website:

The Land, Learning and Livability website has been de-commissioned with all data/updates moved to a new site within the main NVSD website. The new 'link' is called "Land Management" and is found within the "Board of Education" section of the website.

Argyle Secondary School:

The Argyle project will be presented to Council on February 19th for a Development Permit (DP). When a Development Permit (DP) has been granted the project will go out to tender. It is anticipated the project will go out to tender immediately after receiving the permit subject to approval by council.

Handsworth Secondary School:

The selection process for a primary Architectural firm for the project is ongoing.

Lucas:

There is no change in the status of Lucas site.

Braemar:

The purchase agreement for the Braemar parcel is no longer in effect. There is no change in the status of the Braemar site.

Cloverley:

There has been no change in the status Cloverley site; however, School District staff did tour MLA Bowinn Ma around the facility to illustrate the state of the building.

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

Meeting Date: February 20, 2018 **Board** **Board, in camera**

Topic (as per the Memorandum): **Tuesday, February 6, 2018 Standing Committee Meeting**

Narration:

The Board will find attached a copy of the meeting summary from the February 6, 2018 Standing Committee Meeting.

Trustee Barry Forward will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, February 6, 2018

BOARD OF EDUCATION STANDING COMMITTEE
NORTH VANCOUVER SCHOOL DISTRICT
Meeting Summary of February 6, 2018

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, February 6, 2018.

Meeting Attendance:

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

Call to Order:

Standing Committee Chair Barry Forward called the Standing Committee Meeting to order, 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.

Budget Session: 2018/19 Operating Budget Development:

Secretary Treasurer Georgia Allison and Superintendent Mark Pearmain presented the Budget development components for 2018/19, including historical and current revenues and expenses, budget timelines, operating grant and the Three Year Forecast. Secretary Treasurer Allison provided an update on the wage increases, sharing that the teacher and CUPE staff's wage increases will be funded by the Province; however, the Province will not fund the wage adjustments for Exempt and Management staff. Forecast assumptions were discussed. It was noted that there are some assumptions that are not included in the Three Year Forecast.

Concluding the presentation, Assistant Superintendent Ryan asked that the Partner Groups consider possible initiatives that could be recommended for inclusion into the 2018/19 Preliminary Budget and invited all Groups to attend the April 3, 2018 Standing Committee Meeting to make a short presentation outlining their top three priorities.

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

Next Meeting:

April 3, 2018
Budget Session: Development
Mountain View Room

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

Meeting Date: February 20, 2018 **Board** **Board, in camera**

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

Narration:

Handsworth – a field trip to Japan has been scheduled for April 3-17, 2018. The trip involves 20-30 students in Grade 9, who will be accompanied by two teacher supervisors.

Students will travel by air to Japan, and by train, boat, bus and private car while there. Students will be accommodated in a hotel for part of the stay and with host families for the student exchange portion of their trip. The estimated cost per student is \$4,650 and will be paid by students.

The objective of this extracurricular trip is continued participation in the Handsworth/Inage (Chiba) Japan Exchange, which has been in existence for over 20 years. Students will share discussions and activities with host students from Inage School and will visit historic and culturally significant sites in a number of Japanese cities.

Argyle – a field trip to Las Vegas, Nevada, USA has been scheduled for April 8-11, 2018. The trip involves 30 Grade 11-12 students of the Argyle Digital Media Academy, accompanied by two teacher supervisors.

Students will travel to Las Vegas by air and will be transported by public transit and bus during their stay. Accommodation will be in a hotel. The cost per student is approximately \$1,500 and will be paid by the students.

The purpose of this extracurricular trip is to attend the National Association of Broadcasters annual conference. The conference is the largest digital media conference in the world and students will have the opportunity to see cutting edge technological developments and go to seminars, workshops and presentations on all aspects of the industry.

Seycove – field trip to Cuba has been scheduled for April 21-May 6, 2018. The trip involves approximately 12 Grade 12 students in the Performance Learning Program, accompanied by two teacher supervisors.

Students will travel by air to Cuba and will travel by chartered bus and public transportation while they are there. Accommodation for students will be in hotels and B&B guesthouses. The trip cost is approximately \$3,965 per student, which will be paid by the students.

The purpose of this extracurricular trip is to support the inquiry of PLP English 12 and PLP History 12 by offering students the opportunity to visit, interact, and reflect upon the last bastion of the Cold War in our hemisphere. This extended field school has been planned to offer students the opportunity to act as anthropologists and historians as they meet Cubans and record personal oral history narratives related to May Day, the largest public holiday in the country. This work will be grounded by

experiential learning before and after, as students visit the historical landmarks of the Cold War and Cuban revolutionary history.

Sutherland – a field trip to Seattle, WA, USA is scheduled for April 26-27, 2018. The trip involves 28 Grade 11 students in the Global Perspective Program, accompanied by three teacher supervisors.

Students will travel by bus and will be accommodated in a hotel. The trip cost is approximately \$250 per student, paid by the students.

The purpose of this extracurricular trip is to supplement educational coursework in the Global Perspectives Program and establish a framework of collaboration and team-building for the cohort. Students will visit the Boeing Future of Flight Aviation Center and the Bill and Melinda Gates Foundation Visitor Center, as well as spend a morning at Roosevelt High School.

Schedule C.4
of the
Administrative Memorandum

Meeting Date: February 20, 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.5.....
of the
Administrative Memorandum

Meeting Date: February 20, 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.6.....
of the
Administrative Memorandum**

Meeting Date: February 20, 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: February 20, 2018 **Board** **Board, in camera**

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

Narration:

Date and Time	Event	Location
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
Tuesday, April 24, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, May 8, 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: February 20, 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.