

## 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, December 11, 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 November 6, 2018 be approved as circulated)	(no schedule)	7:35 pm
A.5.	Student Presentation – Norgate Elementary School		7:50 pm
A.6.	Acknowledge Outgoing Trustees Forward, Skinner, Stanley and Stratton		8:00 pm
B.	Action Items		
B.1.	Board Committees and Trustee Representational Assignments (2019)		8:05 pm
B.2.	New Policy 808: Renaming of Facilities and parts of facilities		8:15 pm
B.3.	Revised Policy 807: Name of Facilities and parts of facilities		8:25 pm
B.4.	Revised New Policy 308: Use of Physical Restraint or Seclusion		8:40 pm
B.5.	2019/20 Operating Budget Development Consultation Process		8:55 pm
B.6.	Corporate Banking Services A) Bank of Montreal – Banking Bylaw 2-2018 B) Toronto Dominion – Resolution re: Bankers & Signing Officers C) Blue Shore Credit Union		9:00 pm

\* 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, December 11, 2018 at  
 7:00 pm

		Estimated Completion Time
	(continued)	
C.	Information and Proposals	
C.1.	North Vancouver Parent Advisory Council Annual Report 2017/18	9:10 pm
C.2.	Secondary School and Academy Fees 2019/20	9:20 pm
C.3.	School Calendar 2019/20 – Update	9:30 pm
C.4.	Land Management Update	9:40 pm
C.5.	Tuesday, November 20, 2018 Education and Programs Standing Committee Meeting	9:45 pm
C.6.	Out of Country Field Trips – Secondary	9:50 pm
C.7.	Superintendent’s Report	9:55 pm
C.8.	Report Out – BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)	10:00 pm
C.9.	Trustees’ Reports	10:10 pm
D.	Future Meetings	10:10 pm
E.	Public Question & Comment Period	10:30 pm
F.	Adjournment	(no schedule) 10:30 pm

**Note:** The completion times on this agenda are estimates intended to assist the Board in its pacing.

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

**Meeting Date:** December 11, 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 Inaugural 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, November 6, 2018.

**PRESENT:** D. Bruce  
C. Gerlach  
M. Higgins  
K. Mann  
C. Sacré  
M. Tasi Baker  
G. Tsiakos

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### Oaths of Office and Allegiance

Superintendent of Schools Mark Pearmain introduced the Honourable Mr. Justice Kenneth Affleck of the Supreme Court of British Columbia, who was present to administer the Oath of Office and the Oath of Allegiance to the newly elected Trustees.

In accordance with Section 50 and Section 50(4) of the *School Act*, newly elected Trustees Devon Bruce, Cyndi Gerlach, Megan Higgins, Kulvir Mann, Christie Sacré, Mary Tasi Baker and George Tsiakos each swore an Oath of Office and an Oath of Allegiance before the Honourable Mr. Justice Kenneth Affleck.

#### A. Call to Order

Secretary Treasurer Georgia Allison called the meeting to order at 7:34 pm.

#### A.1. Approval of Agenda

Moved by C. Gerlach

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

Seconded by C. Sacré

Carried

#### A.2. 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 Gerlach nominated Trustee Sacré. There being no other nominations, Trustee Sacré was declared Board Chair for the term of November 6, 2018 to November 30, 2019, or until a successor has been elected.

#### A.3. 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 Tasi Baker nominated Trustee Tsiakos. There being no other nominations, Trustee Tsiakos was declared Board Vice Chair for the term of November 6, 2018 to November 30, 2019, or until a successor has been elected.

#### 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.

**A.4. Public Comment Period (continued)**

Karen Nordquist, resident of North Vancouver, spoke with respect to Policy 406, noting the positive change that this policy will bring if it is passed.

Susan Skinner, resident of Vancouver, congratulated the Trustees on their successful election to the Board of Education.

**A.5. Approval of Minutes**

Moved by C. Gerlach

that the minutes of the public meeting of October 16, 2018 be approved as circulated.

Seconded by M. Higgins

Carried

**B.1. 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 Trustee Representative to the BCPSEA for 2018. Trustee Tsiakos nominated Trustee Higgins. There being no other nominations, Trustee Higgins was declared the Board's representative to BCPSEA.

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

The Chair called for nominations for the position of the Board's representative to the BCSTA Provincial Council for 2018. Trustee Bruce nominated Trustee Tasi Baker. There being no other nominations, Trustee Tasi Baker was declared the Board's representative to BCSTA.

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

**B.2. Proposed Revised Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures**

Arlene Martin, Director of Instruction, was invited to the table to present draft changes to *Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures*. In 2016/17, Mark Pearmain, Superintendent of Schools, established the Policy 406 Sub-Committee chaired by Ms. Martin. The Sub-Committee included representatives from the North Vancouver School District Human Resources Department, North Vancouver Administrators, North Vancouver Teachers' Association, and North Vancouver Parent Advisory Council. The Sub-Committee met numerous times throughout 2016/17 and 2017/18.

Trustees discussed this at length and shared their concerns regarding language within the Administrative Procedures and it was decided that the procedures be brought back to a future meeting.

**B.2. Proposed Revised Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures (continued)**

Moved by C. Gerlach, Seconded by M. Higgins, Carried

that the Board of Education approve *Proposed Revised Policy 406: Resolving Concerns Regarding Personnel, Programs or Procedures*, as attached to this Administrative Memorandum of November 6, 2018; and,

that the Board direct the Superintendent to have the sub-committee review the Administrative Procedures with regards to the concerns about the steps and just for clarity to ensure that there is a way to move into any of the steps and to bring that back to the Board when the wording is correct; and,

that the Board of Education also direct the Superintendent to bring the 406 sub-committee back in one years time to review the policy to ensure that the policy meets the desired process.

**B.3. Proposed New Policy 415: Standards of Investigation**

Scott Stanley, Executive Director of Human Resources introduced this agenda item and highlighted the new *Policy 415: Standards of Investigation* to the Board of Education. Mr. Stanley noted that the Policy Review Committee identified the need for a Standards of Investigation policy to address the process for Investigating, Reporting and Record Keeping any allegations of misconduct by employees. This policy is the first of its kind in public school districts across the province.

Moved by C. Gerlach, Seconded by G. Tsiakos, Carried

that the Board of Education approve *Proposed Revised Policy 415: Standards of Investigation*, as attached to this Administrative Memorandum of November 6, 2018.

A short break was observed from 9:00 – 9:05 pm.

**C.1. Enrolment Update**

Mark Pearmain, Superintendent of Schools, introduced this agenda item and provided an update regarding the School District's enrolment for the 2018/19 school year and highlighted comparisons between the projected and actual enrolments for September 2018.

Enrolment projections are prepared each spring to assist with the preparation of the Ministry's Estimated Operating Grant, the development of the School District's operating budget, and to establish staffing levels for the subsequent school year. The projected enrolment for September 2018 for the base grant funding purpose was 14,916 full time equivalent (FTE) students. Actual enrolment is determined each year through the submission of the 1701 Report to the Ministry of Education, providing detailed information related to student enrolment, course registration for Grades 10, 11 and 12, Distributed Learning course completion, and unique student categories that qualify for supplemental funding.

The Enrolment Update, based on September 28, 2018 information, reports total actual enrolment at 15,129, including 3.6 adults. The actual school aged student enrolment of 15,125 is above the projected enrolment of 14,916.

**C.2. Land Management Update**

Superintendent Mark Pearmain updated the Board on the Argyle and Handsworth Secondary School Replacement Projects as well as the Mountainside Secondary Seismic Upgrade. Notification was provided regarding the status of the modular building at Ridgeway Elementary School and the status of Lucas Centre.

**C.3. 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 Florida, USA (February 6-11, 2019)
- Carson Graham Secondary Schools – field trip to New Zealand and Australia (March 13-31, 2019)
- Sutherland Secondary School – field trip to Ecuador (March 13-23, 2019)
- Handsworth Secondary School – field trip to Italy (March 15-25, 2019)

**C.4. Superintendent’s Report**

Superintendent Mark Pearmain shared updates from his visits to secondary and elementary schools. On Friday, November 2<sup>nd</sup>, teachers and education assistants across the School District attended a Curriculum Implementation (CI) Day. Superintendent Pearmain attended the North Shore Restorative Justice Gala.

**C.5. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)**

Trustee Gerlach shared information from the BCPSEA Symposium that was held from November 5-6, 2018. The majority of the symposium was directed to the perspective on collective bargaining. There was no update on BCSTA.

**C.6. Trustees’ Reports**

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

1. Meetings attended by Trustees included:
  - Calendar Committee Meeting
  - Kindergarten Information Meeting
  - Policy Review Committee Meeting
  - North Vancouver City Council Inauguration
2. Events attended by Trustees included:
  - Growing up as a gender variant youth in North Vancouver
  - Restorative Justice Dinner
  - Board Orientation Dinner

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, November 20, 2018 at 7:00 pm	Education and Programs Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, December 11, 2018 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, January 15, 2019 at 7:00 pm	Education and Programs Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, January 22, 2019 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.

**E. Public Question & Comment Period (continued)**

Karen Nordquist, resident of North Vancouver, shared her appreciation to the Board of Education for passing Policy 406 and noted there needs to be a continued acknowledgment of voices to move forward with resolving concerns.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 9:55 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:** December 11, 2018       **Board**       **Board, in camera**

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

**Narration:**

Norgate Xwemélch'stn students will be sharing a journey of strengthening a learning community through Truth, ReconcilACtion and partnership with the Downie Wenjack National Fund. To honour thousands of years of co-Salish Tradition, students and guests will be supported through story, drum protocol, traditional medicine and circle. The Red Fox Drum Student Drum Group will share song and dance, and grade 3, 4 and 7 students will share their reflections from the St. Paul's Residential School Site and the teachings provided by Squamish Nation Elders.

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Acknowledge Outgoing Trustees Forward, Skinner, Stanley and Stratton**

**Narration:**

On behalf of the Board, Superintendent Mark Pearmain will make a presentation to Trustees Barry Forward, Susan Skinner, Jessica Stanley and Franci Stratton.

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Board Committee and Trustee Representational Assignments (2019)**

**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 – December 2019

**RECOMMENDED MOTION:**

that the Board approve the Chair's appointments of Trustees as attached to this Administrative Memorandum of December 11, 2018, and make the appointments effective December 11, 2018.

<b>PROVINCIAL</b>	<b>2018/2019 Assignments</b>
British Columbia Public School Employers' Association (1) (Elected)	Megan Higgins / Cyndi Gerlach (alt)
British Columbia School Trustees Association Provincial Council (1+alt) (Elected)	Mary Tasi Baker / Kulvir Mann (alt)
<b>MUNICIPAL/LOCAL</b>	
City of North Vancouver Advisory Planning Commission (1+alt)	Mary Tasi Baker / Megan Higgins (alt)
City of North Vancouver Integrated Transportation Committee (1+alt)	Christie Sacre / Mary Tasi Baker (alt)
Collaboration Committee (DNV) (Board Chair) (1)	Christie Sacre
Collaboration Sub - Committee (DNV) (DNV Trustees)	Devon Bruce, Cyndi Gerlach, Kulvir Mann, George Tsiakos
North Shore Substance Abuse Committee (1)	Cyndi Gerlach
North Vancouver Recreation & Culture Commission (1)	Cyndi Gerlach
North Shore Safe Routes Advocates (2)	Kulvir Mann (District) / Christie Sacre (City)
North Shore Table Matters Network (2)	Kulvir Mann / Christie Sacre
<b>SCHOOL DISTRICT / INTERNAL</b>	
Board Chair (Elected)	Christie Sacre
Board Vice Chair (Elected)	George Tsiakos
Chair, Standing Committee (monthly responsibility)	Jan - Kulvir Mann / Feb - Devon Bruce / Apr - Mary Tasi Baker / May - Megan Higgins
Audit Committee (3)	Devon Bruce / Mary Tasi Baker / George Tsiakos
Artists for Kids Management Committee (1)	Kulvir Mann
Capital Planning Committee (1)	Mary Tasi Baker
Class Acts Planning Committee (2)	Kulvir Mann / Christie Sacre
Inclusion Committee (2)	Devon Bruce / Cyndi Gerlach
Indigenous Education Advisory Committee (1+alt)	Megan Higgins / Cyndi Gerlach (alt)
North Vancouver Parent Advisory Council Liaison Trustee (1)	Cyndi Gerlach
North Vancouver School District Communications Committee (1)	Kulvir Mann
North Vancouver School District Policy Review Committee (2)	Christie Sacre / George Tsiakos
Presidents' Council (Board Chair) (1)	Christie Sacre
Safe and Caring Schools Committee (1)	Cyndi Gerlach
School Calendar Committee (2)	Cyndi Gerlach / George Tsiakos
Screening and Selection of Assistant Superintendent & Directors (Board Chair)	Christie Sacre
Screening and Selection of Principals (2)	Megan Higgins / Christie Sacre (alt)
Screening and Selection of Vice Principals (2)	Cyndi Gerlach / George Tsiakos (alt)
Student Leadership Council Liaison Trustee (2)	Devon Bruce / Kulvir Mann
Sustainability Leadership Team (1)	Mary Tasi Baker
<b>TRUSTEE LIAISON ASSIGNMENTS</b>	
Argyle (Boundary, Lynn Valley, Ross Road, Upper Lynn)	Christie Sacre
Carson Graham (Larson, Queen Mary, Westview)	Cyndi Gerlach
Handsworth (Canyon Heights, Cleveland, Highlands, Montroyal)	Megan Higgins
Mountainside Secondary, NV Distributed Learning (Braemar, Capilano, Carisbrooke, Norgate)	Mary Tasi Baker
Seycove (Cove Cliff, Dorothy Lynas, Sherwood Park)	Devon Bruce
Sutherland (Brooksbank, Eastview, Queensbury, Ridgeway)	
Cheakamus Centre	Kulvir Mann
Windsor (Blueridge, Lynnmour, Seymour Heights)	George Tsiakos

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Proposed New Policy 808: Re-Naming of Facilities and Parts of Facilities**

**Narration:**

On February 14, 2017, the Board of Education adopted new Policy 807: Naming of Facilities. At that time, the North Vancouver School District Policy Review Committee suggested a separate policy for re-naming of facilities be added to the workplan.

Mark Pearmain, Superintendent, on behalf of Chris Atkinson, Assistant Superintendent, presented a final draft of new *Policy 808: Re-naming of Facilities and Parts of Facilities* to the Policy Review Committee at the Policy Review Committee meeting of October 22, 2018. The Policy Review Committee included Trustees Christie Sacré and Barry Forward, representatives from the secondary and elementary school administrators (NoVA), the North Vancouver Teachers' Association (NVTA) and the North Vancouver Parent Advisory Council (NVPAC). The Canadian Union of Public Employees (CUPE Local 389) and District Student Leadership Council (DSLCL) sent their regrets.

Chris Atkinson, Assistant Superintendent, will introduce *Proposed New Policy 808: Re-naming of Facilities and Parts of Facilities* as attached to this Administrative Memorandum of December 11, 2018.

**Attachments:**

*Proposed New Policy 808: Re-naming of Facilities and Parts of Facilities*  
*Proposed New Policy 808: Re-naming of Facilities and Parts of Facilities – Administrative Procedures (for information only)*

**RECOMMENDED MOTION:**

that the Board of Education approve *Proposed New Policy 808: Re-naming of Facilities and Parts of Facilities*, as attached to this Administrative Memorandum of December 11, 2018.

## 808 Re-naming of Facilities and Parts of Facilities

Proposed New: December 11, 2018

### Policy

Existing school facilities and parts of facilities will not normally be re-named. The Board of Education will consider proposals to re-name a facility or parts of facilities only under those exceptional circumstances when the existing name no longer reflects the values, culture and significance of the school and community.

### Guiding Principles

The following are guiding principles for persons wishing to propose the re-naming of district facilities and parts of facilities:

1. There must be proof of overwhelming support from the community for the re-naming of a facility or part of a facility
2. The Guiding Principles under Policy 807: Naming of Facilities and Parts of Facilities have been considered
3. The Board of Education reserves the right to change or remove a name in the event of exceptional circumstances [See Policy 808: Re-Naming of Facilities and Parts of Facilities – Administrative Procedures].

### Administrative Procedures

Policy 808: Re-naming of Facilities and Parts of Facilities – Administrative Procedures

### Resources

Policy 807: Naming of Facilities and Parts of Facilities

## 808 Re-Naming of Facilities and Parts of Facilities

Proposed New: December 11, 2018

### Administrative Procedures

#### Process

The following outlines the process used to facilitate the re-naming of a school district facility or part of a facility:

1. A written proposal with rationale should be submitted to school or district administration responsible for that facility
2. If dedication is in a person's name, written support of this proposal is required from the family representative
3. Names of individuals should only be used posthumously, and after five years of their passing
4. The proposal and rationale for re-naming the facility and are then submitted to the Superintendent's Office
5. District Administration or Screening Committee, if deemed necessary by Superintendent, will review all proposals and provide direction on whether to proceed with consultation
6. Once approval has been given to proceed with the application for the proposed re-naming, district or school staff will seek consultation with students, parents, staff, and community representatives regarding the proposed re-naming
7. If there is support from the community through the consultation process, a representative of the facility will submit to the Superintendent or designate a formal report summarizing the process and support for the proposed re-naming
8. Superintendent or designate provides recommendations regarding the application for the proposed re-naming to the Board of Education for review and approval
9. A letter of approval/non-approval is provided to the applicant and to the family if the name of a person is being considered
10. If approved, an official public dedication ceremony will be held and will involve the media
11. Proposals for the re-naming of parts of facilities will follow the administrative procedures for re-naming facilities
12. The Board of Education may exercise its discretion in removing a name of a facility or part of a facility under exceptional circumstances, for instance when the name of a facility becomes offensive or controversial to society.

#### Links

[Policy 808: Re-naming of Facilities](#)

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Proposed Revised Policy 807: Naming of Facilities and Parts of Facilities**

**Narration:**

For consistency with proposed new *Policy 808: Re-naming of Facilities and Parts of Facilities*, *Policy 807: Naming of Facilities* should be renamed to *Policy 807: Naming of Facilities and Parts of Facilities*. Additionally, housekeeping edits to *Policy 807: Naming of Facilities and Part of Facilities* have been proposed.

Mark Pearmain, Superintendent, on behalf of Chris Atkinson, Assistant Superintendent, presented a revised draft of *Policy 807: Naming of Facilities and Parts of Facilities* to the Policy Review Committee at the Policy Review Committee meeting of October 22, 2018. The Policy Review Committee included Trustees Christie Sacré and Barry Forward, representatives from the secondary and elementary school administrators (NoVA), the North Vancouver Teachers' Association (NVTA) and the North Vancouver Parent Advisory Council (NVPAC). The Canadian Union of Public Employees (CUPE Local 389) and District Student Leadership Council (DSLCL) sent their regrets.

Chris Atkinson, Assistant Superintendent, will introduce *Proposed Revised Policy 807: Naming of Facilities and Parts of Facilities* as attached to this Administrative Memorandum of December 11, 2018.

**Attachments:**

*Proposed Revised Policy 807: Naming of Facilities and Parts of Facilities*  
*Proposed Revised Policy 807: Naming of Facilities and Parts of Facilities – Administrative Procedures (for information only)*

**RECOMMENDED MOTION:**

that the Board of Education approve *Proposed Revised Policy 807: Naming of Facilities and Parts of Facilities*, as attached to this Administrative Memorandum of December 11, 2018.



## 807 Naming of Facilities and Parts of Facilities

Adopted: February 14, 2017

Proposed Revised: December 11, 2018

### Policy

The Board of Education understands that our facilities are an integral part of the community in which they are situated. As such, the naming of a school or school district facility will be decided by the Board of Education following reasonable consultation with student and parent representatives, school and district staff, and members of the local community.

The Board of Education believes dedicating school district facilities should relate to significant appreciation for one of the following; local historic events and/or places, distinguishing characteristics of the area, and/or local citizens who have made a notable, long-lasting contribution.

Community pride and involvement in the naming process serves to deepen the connection between school district and community, and enhances a facility's identity.

### Guiding Principles

The following are guiding principles for persons wishing to propose the naming of district facilities:

1. School district facilities will not be named after living persons
2. If the dedication is in a person's name, the family representative is supportive of dedication
3. If naming after a person, consideration shall be given to groups in our community which have historically not been well-represented such as women, Indigenous Peoples and visible minorities
4. In the event that there are multiple submissions for a particular facility, the Board of Education will go through a consultative process to determine the most supported proposal
5. Within a facility there may be a dedication made to multiple individuals
6. Naming rights with potential corporate partners or significant donors must adhere to this naming policy [See also [Policy 413: Corporate Sponsorships, Partnerships and Advertising in Schools](#)]
7. Existing and rebuilt school facilities/parts of facilities will not be re-named except in exceptional circumstances [See Policy 808: Re-Naming of Facilities and Parts of Facilities].
8. The Board of Education reserves the right to remove a name in the event of exceptional circumstances [See [Policy 807: Naming of Facilities and Parts of Facilities – Administrative Procedures](#)].

### Indigenous Gifting of Names

The exception to this policy pertains to Indigenous place names. Our local Indigenous Community may wish to gift a school district site with an Indigenous place name to acknowledge the Traditional Territories on which it resides. The Indigenous name may be used in addition to the official site name. In collaboration with Indigenous Elders, the school district will support the receiving of an Indigenous name in recognition of Reconciliation, and to honour the land on which we learn, live and share educational experiences.

### Administrative Procedures

[Policy 807: Naming of Facilities and Parts of Facilities – Administrative Procedures](#)

**POLICY 807: NAMING OF FACILITIES AND PARTS OF FACILITIES**  
**ADMINISTRATIVE PROCEDURES**

Proposed  
Revised

The following outlines the process used to facilitate the naming of a school district facility:

1. A written proposal with rationale should be submitted to school or district administration responsible for that facility
2. If dedication is in a person's name, written support of this proposal is required from the family representative
3. Names of individuals should only be used posthumously, and after five years of their passing
4. The proposal and rationale for naming the facility are then submitted to the Superintendent's Office
5. District Administration or Screening Committee, if deemed necessary by Superintendent, will review all proposals and provide direction on whether to proceed with consultation
6. Once approval has been given to proceed with the application for the proposed naming, district or school staff will seek consultation with students, parents, staff, and community representatives regarding the proposed naming
7. If there is support from the community through the consultation process, a representative of the facility will submit to the Superintendent or designate a formal report summarizing the process and support for the proposed naming
8. Superintendent or designate provides recommendations regarding the application for the proposed naming to the Board of Education for review and approval
9. A letter of approval/non-approval is provided to the applicant and to the family if the name of a person is being considered
10. If approved, an official public dedication ceremony will be held and will involve the media
11. Proposals for the naming of parts of facilities will follow the administrative procedures for naming facilities
12. The Board of Education may exercise its discretion in removing a name or renaming a facility under exceptional circumstances, for instance when the name of a facility becomes offensive or controversial to society [See Policy 808: Renaming of Facilities and Parts of Facilities].

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Proposed New Policy 308: Use of Physical Restraint or Seclusion**

**Narration:**

On June 3, 2015 the Ministry of Education developed *Provincial Guidelines on Physical Restraint and Seclusion in School Settings*. Education Minister Rob Fleming directed all boards of education to have a restraint/seclusion policy in place by the end of 2018.

In 2016/17, Mark Pearmain, Superintendent of Schools, established the Policy 308 Restraint and Seclusion Sub-Committee chaired by Vince White, District Principal of Inclusive Education. The Sub-Committee included representatives from the North Vancouver Administrators, North Vancouver Teachers' Association, Canadian Union of Public Employees, and a parent representative. The Sub-Committee met numerous times throughout 2016/17, 2017/18 and 2018/19.

Vince White, District Principal, Inclusive Education, presented draft Policy 308: Use of Physical Restraint or Seclusion to the North Vancouver School District Policy Review Committee in 2017/18 and 2018/19. A final review took place at the Policy Review Committee meeting of November 26, 2018. The Policy Review Committee included Trustee Christie Sacré, representatives from the secondary and elementary school administrators (NoVA), the North Vancouver Teachers' Association (NVTa), the Canadian Union of Public Employees (CUPE Local 389), the North Vancouver Parent Advisory Council (NVPAC) and the District Student Leadership Council (DSLc).

Vince White, District Principal, Inclusive Education, will introduce *Proposed New Policy 308: Use of Physical Restraint or Seclusion*, as attached to this Administrative Memorandum of December 11, 2018.

**Attachments:**

*Proposed New Policy 308: Use of Physical Restraint or Seclusion*

*Proposed New Policy 308: Use of Physical Restraint or Seclusion – Administrative Procedures (for information only)*

**RECOMMENDED MOTION:**

that the Board of Education approve *Proposed New Policy 308: Use of Physical Restraint or Seclusion*, as attached to this Administrative Memorandum of December 11, 2018.

## 308 Use of Physical Restraint or Seclusion

Proposed New: December 11, 2018

### Policy

The Board of Education is committed to respecting each student's right to an educational program and to ensure that each and every intervention used to support a student is carried out in a manner that maintains the student's dignity and the safety of all involved.

Support for a student who has difficulty self-regulating physically aggressive behaviour shall be focused on employing preventative measures that minimize the use of physical restraint and/or seclusion.

The use of physical restraint and/or seclusion shall occur only in exceptional circumstances in which it is determined that there exists an imminent risk of harm or injury to self or other. The following terms shall guide practice in relation to its use:

**Physical Guidance** involves gently guiding or physically leading a student to support the teaching of a skill, redirecting attention and/or appropriately providing comfort. It does not constitute physical restraint.

**Physical Escort/Assistance** involves temporary, physical contact that may include gently holding a student's hand, wrist, arm, shoulder, or back, for the purpose of accompanying a student to a safe location. Physical escort/assistance may be used to support a student who is of elementary age (4 to 13 years old) and is exhibiting anxiety at the point of separation from the parent(s)/guardian(s) at school. In these instances, the use of physical escort/assistance shall be planned in advance in consultation with the child's parent(s)/guardian(s).

**Physical Restraint** involves restricting a student's freedom of movement or mobility.

It shall only be used:

- in order to ensure the safe evacuation of students and/or school personnel from a location if a student is interfering or blocking access to the only available exit;
- if a student is in the process of actively pursuing others in a manner that constitutes an imminent risk of harm to other students and/or school personnel, and a safe barrier or perimeter cannot be established between the student and others who are at risk;
- if a student is engaging in self injurious behaviour that constitutes an imminent risk of harm to self.

**Seclusion** is the involuntary confinement of a student alone in a room, enclosure or space in which the student is physically prevented from leaving.

It shall only be used:

- to safely secure a location, when a student has escalated to a point that constitutes an imminent risk of harm to self or others that serves as a barrier or perimeter to ensure the safety of others who have been evacuated from the area.

**Seclusion is not** the use of a separate, pre-designated location that a student's support team has identified as a supportive space to assist with self-regulation. In such instances, a positive behaviour support plan shall be in place outlining the use of the pre-designated space and the strategies being used to encourage a student to self-select this location to support self-regulation.

### Administrative Procedures

Policy 308: Use of Physical Restraint or Seclusion – Administrative Procedures

**POLICY 308: USE OF PHYSICAL RESTRAINT OR SECLUSION**  
**DRAFT ADMINISTRATIVE PROCEDURES**

Proposed  
New

The following procedures shall be implemented without unnecessary delay subsequent to a school principal identifying a student as having difficulty self-regulating physically aggressive behaviour in a manner that constitutes an imminent risk of harm or injury to self or others:

- The school principal shall immediately notify the Director of Instruction and the parent(s)/guardian(s) of the student identified
- A *Functional Behaviour Assessment (FBA)* shall be conducted or revised by trained school and/or district personnel
- The results of the FBA will be used to develop and implement a *Positive Behaviour Support Plan (PBSP)*; the PBSP will be focused on employing preventative measures that minimize the need for school personnel to use physical restraint and/or seclusion; classroom-wide, universal approaches to promoting self-regulation shall be considered
- The PBSP shall be developed in consultation with the parent(s)/guardian(s). Consultation will include the home team and medical team (if involved and available)
- *Individual Safe Work Instructions (ISWI)* shall be developed and implemented as necessary to ensure the safety of the school personnel who are working with the student; environmental preparations shall be proactively implemented to support the PBSP and ISWI
- Both the PBSP and ISWI shall ensure that the initial response to instances of physically aggressive behaviour shall be to evacuate the immediate surroundings and establish a safe barrier or perimeter from which to safely observe the student
- The use of physical restraint shall only occur:
  - in order to ensure the safe evacuation of students and/or school personnel from a location if a student is interfering or blocking access to the only available exit;
  - if a student is in the process of actively pursuing others in a manner that constitutes an imminent risk of harm to other students and/or school personnel, and a safe barrier or perimeter cannot be established between the student and others who are at risk;
  - if a student is engaging in self injurious behaviour that constitutes an imminent risk of harm to self.
- The use of seclusion shall only occur:
  - to safely secure a location when a student has escalated to a point that constitutes an imminent risk of harm to self or others, that serves as a barrier or perimeter to ensure the safety of others who have been evacuated from the area; School personnel shall observe at a safe distance to monitor the student's safety and well-being.
- Parent(s)/guardian(s) shall be contacted on any occasion when physical restraint and/or seclusion is occurring, and be afforded the opportunity to support the situation in a manner that will increase the student's ability to self-regulate
- Site specific training and resources shall be made available without unnecessary delay to support the implementation and sustainability of a PBSP and ISWI for students who have difficulty self-regulating physically aggressive behaviour

- An incident debrief shall occur with school personnel, parent(s)/guardian(s) and the student involved (as appropriate), subsequent to every instance in which physical restraint and/or seclusion has occurred; The PBSP and ISWI will be revised to include strategies to diminish the likelihood of a recurrence
- The school district and school principal shall ensure that school personnel who are working directly with a student who has a PBSP and ISWI receive training and necessary information to carry out any responsibilities they have in terms of its implementation

Definitions of terms:

Functional Behaviour Assessment (FBA):

Formulated from data collected through interviews and observations, a functional behaviour assessment is used to determine the function of a particular behaviour and what factors are maintaining its occurrence.

Positive Behaviour Support Plan (PBSP):

Informed by a functional behaviour assessment, a positive behaviour support plan outlines key understandings in relation to what occurs before, during and after identified behaviours to guide responses that will diminish the frequency and intensity of the behaviour.

Individual Safe Work Instructions (ISWI):

Designed to align with a positive behaviour support plan, individual safe work instructions outline specific steps that school personnel will take in order to ensure their safety during a behaviour event.

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

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

**Narration:**

The North Vancouver Board of Education will be undertaking a public consultation process for the development of the 2019/20 Annual Budget. The proposed plan for the process affords opportunities to the partner groups and public to discuss their budget priorities through meetings, as well as submit written comments.

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

Presentations in February and April, by School District staff, will inform attendees of the financial status and the government requirements used to develop the Budget. This information will provide opportunities for informed dialogue regarding budget priorities. At the April 2, 2019 Standing Committee Meeting the partner groups will be provided an opportunity to make a presentation to identify their top three priorities. The table group, large group discussions, and input gathered on April 2<sup>nd</sup> will assist the Board in its consideration of the current budget priorities and direction. Additionally, partner groups will have the option of providing a written submission of their top three priorities by April 5, 2019. The information and input received through this process will also be used to support the next Three-Year Operating Plan.

As required by Section 11 of the *School Act*, the Board's 2019/20 Budget Bylaw must be developed and adopted on, or before, June 30<sup>th</sup> of the current fiscal year. To facilitate staffing allocations to schools by May 2019, the following process and timelines are proposed for the 2019/20 Budget Development:

**1. December 12, 2018**

- Staff Invitation to be sent to all partner groups, inviting them to participate and outlining the consultation process and their role. Information will be posted on the website and through social media with intent to draw public interest in the budget process.

**2. February 5, 2019 – Finance and Facilities Public Standing Committee Meeting**

- Staff presentation and discussion of issues and opportunities related to the development of the 2019/20 Preliminary Budget, including:
  - a) Amended Operating Grant 2018/19;
  - b) Three-Year Forecast, assumptions, and future considerations;
  - c) Technology planning;
  - d) Review of the 2018/19 Budget Priorities and Themes and how that will support budget planning for the 2019/20 Budget.
- Email comments may be submitted between February 6, 2019 and March 15, 2019. This information will be collated and included in the April 2, 2019 meeting feedback categorized by budget themes.

## Schedule B.5. (continued)

### Narration (continued):

#### 3. April 2, 2019 – Finance and Facilities Public Standing Committee Meeting

- Staff presentation and discussion of issues and opportunities related to the:
  - a) Review of the Ministry of Education’s mid-March Preliminary Grant announcement;
  - b) Review of the current 2018/19 Forecast to June 30, 2018;
  - c) Review of the revised Three-Year Forecast;

#### Facilitated Session

- Partner group presentation, or written submission, of top three priorities. Participation in this activity will be at the discretion of each partner group;
  - Table group discussion of budget priorities for participants to provide input on top priorities.
  - Large group discussion of budget priorities.
- #### 4. April 23, 2019 – Public Board Meeting
- Executive Summary presentation of suggested priorities, adjustments and improvements, proposed by the Board’s partner groups and the public, for consideration and inclusion by the Board in the 2019/20 Annual Budget.
- #### 5. May 21, 2019 – Public Board Meeting
- 2019/20 Annual Budget Bylaw presented for approval and adoption by the Board.

### RECOMMENDED MOTION:

that the Board of Education approve the proposed process and timelines identified within Board Schedule B.4. for the development of the 2019/20 Budget.



**Schedule B.6(A).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

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

**Narration:**

**(A) Bank of Montreal – Banking Bylaw 2-2018**

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 2-2018 be read a first time;

that Banking Bylaw Number 2-2018 be read a second time;

that Banking Bylaw Number 2-2018 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 fransaskois, 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 COUNTERSIGNÉ

BY CHRISTINE SACRE, CHAIR; GEORGE TSIAKOS, 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 / YYYY \_\_\_\_\_

\_\_\_\_\_  
*(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.6.(B).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** December 11, 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.6.(B). be approved.

**RESOLUTION RE BANKERS AND SIGNING OFFICERS  
(For Municipal Corporation or School “Boards”)**

**RESOLVED:**

- (1) That **GEORGIA ALLISON, Secretary and Treasurer of the Board of Education of School District No. 44 (North Vancouver)**, (School Board, “the Corporation”) be and is hereby authorized for and on behalf of the Corporation to enter into arrangements for the deposit and withdrawal of funds, credit facilities and other financial services with The Toronto-Dominion Bank, TD Mortgage Corporation, TD Pacific Mortgage Corporation, Canada Trustco Mortgage Company and The Canada Trust Company (collectively, the “Bank”) for credit to the Corporation’s account only all or any cheques and other orders for the payment of money, and for that purpose to endorse the same on behalf of the Corporation either in writing or by rubber stamps.
- (2) That all cheques of the Corporation be drawn in the name of the Corporation and be signed on its behalf by the following persons.

**ANY TWO OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES OR ANY ONE OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES TOGETHER WITH EITHER THE BOARD CHAIR OR THE BOARD VICE CHAIR.**

**MARK PEARMAIN  
GEORGIA ALLISON  
PIUS RYAN  
KRISTEN WATSON  
CHRISTINE SACRÉ  
GEORGE TSIAKOS**

**SUPERINTENDENT  
SECRETARY/TREASURER  
ASSISTANT SUPERINTENDENT  
DIRECTOR OF FINANCIAL SERVICES  
BOARD CHAIR  
BOARD VICE CHAIR**

- (3) That **GEORGIA ALLISON, Secretary and Treasurer** and **KRISTEN WATSON, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation from time to time to receive from the said Bank a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Bank the Bank’s form of verification, settlement of balance and release.
- (4) That **GEORGIA ALLISON, Secretary and Treasurer** and **KRISTEN WATSON, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation 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 therefore.
- (5) That this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Bank at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.

We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **11<sup>th</sup>** day of **December, 2018**.

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Georgia Allison  
Secretary Treasurer

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Kristen Watson  
Director of Financial Services

**Schedule B.6.(C).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** December 11, 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.6.(C). be approved.

**RESOLUTION RE BANKERS AND SIGNING OFFICERS  
(For Municipal Corporation or School “Boards”)**

**RESOLVED:**

- (1) That **GEORGIA ALLISON, Secretary and Treasurer of the Board of Education of School District No. 44 (North Vancouver)**, (School Board, “the Corporation”) be and is hereby authorized for and on behalf of the Corporation to enter into arrangements for the deposit and withdrawal of funds, credit facilities and other financial services with Blue Shore Credit Union (the “Credit Union”) for credit to the Corporation’s account only all or any cheques and other orders for the payment of money, and for that purpose to endorse the same on behalf of the Corporation either in writing or by rubber stamps.
- (2) That all cheques of the Corporation be drawn in the name of the Corporation and be signed on its behalf by the following persons.

**ANY TWO OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES OR ANY ONE OF THE SUPERINTENDENT OR THE ASSISTANT SUPERINTENDENT OR THE SECRETARY/TREASURER OR THE DIRECTOR OF FINANCIAL SERVICES TOGETHER WITH EITHER THE BOARD CHAIR OR THE BOARD VICE CHAIR.**

**MARK PEARMAIN  
GEORGIA ALLISON  
PIUS RYAN  
KRISTEN WATSON  
CHRISTINE SACRÉ  
GEORGE TSIAKOS**

**SUPERINTENDENT  
SECRETARY/TREASURER  
ASSISTANT SUPERINTENDENT  
DIRECTOR OF FINANCIAL SERVICES  
BOARD CHAIR  
BOARD VICE CHAIR**

- (3) That **GEORGIA ALLISON, Secretary and Treasurer** and **KRISTEN WATSON, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation from time to time to receive from the said Credit Union a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Credit Union the Credit Union’s form of verification, settlement of balance and release.
- (4) That **GEORGIA ALLISON, Secretary and Treasurer** and **KRISTEN WATSON, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation to obtain delivery from the Credit Union of all or any stocks, bonds and other securities held by the Credit Union in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore.
- (5) That this resolution be communicated to the Credit Union and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Credit Union at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.



We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **11<sup>th</sup>** day of **December, 2018**.

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Georgia Allison  
Secretary Treasurer

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Kristen Watson  
Director of Financial Services

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **North Vancouver Parent Advisory Council Annual Report 2017/18**

**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, Co-Chair of the North Vancouver Parent Advisory Council, will present the NVPAC's Annual Report for the 2017/18 school year.

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Secondary School and Academy Fees 2019/20**

**Narration:**

In accordance with the *School Act* s. 82 (3), Boards of Education may charge supplementary fees to students and parents for goods and services provided by the board. Such goods and services are defined by the School Regulation 265/89 and may include: materials that are “of a nature, or of a quality or quantity, beyond that which is necessary to meet the required learning outcomes or assessment requirements of an educational program provided by a board”; school supplies and equipment for a student’s personal use; or payment of expenses for optional field trips and/or special events.

As well, the *School Act* s. 82.1(4) affirms the authority of Boards of Education to charge fees to those students enrolled in specialty academies. These fees must be established to cover only the “direct costs incurred by the board in providing the specialty academy that are in addition to the costs of providing a standard educational program”.

North Vancouver School District Board of Education [Policy 706: School Fees](#) details the School District’s requirements and processes for establishment of School Fees, including Academy Fees. The policy is reviewed on an ongoing basis to ensure consistency with changes in legislation, to reduce ambiguity in interpretation, and to support appropriate implementation.

School administrators are required to consult with appropriate staff, students, and the school Parent Advisory Council (PAC), and to establish supplementary fees at the minimum level necessary to recover the cost of the activity/material. With respect to specialty academies, the PAC must provide its approval for the proposed fee amounts. These requisite consultations, as well as the PAC approvals for Academy Fees, have been completed at each secondary school location for the School Fee amounts established for the 2019/20 school year.

Annually, the Superintendent of Schools reviews all fee schedules for consistency across the School District. Additionally, as indicated by policy, the Superintendent is required to provide a *Schedule of School Fees* for each secondary school to Trustees for their information by December 31<sup>st</sup> of each year. For specialty academies, this deadline is identified in Policy 706 as July 1<sup>st</sup> of the year for which the fees will apply. However, in order to meet the schedule for promotion of academy program opportunities and the January publication of secondary course selection materials, these fees are established and provided at the same time as the secondary school fees.

The Schedules of Fees for 2019/20 for North Vancouver School District secondary schools and for specialty academies are attached for the Board’s information.

**Attachments:**

- 2019/20 Schedules of School Fees for North Vancouver Secondary Schools
- 2019/20 Schedule of Specialty Academy Fees for North Vancouver Schools



**ARGYLE SECONDARY**  
Schedule of School Fees 2019-2020

The following school fees for Argyle Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC have reviewed the following schedule of school fees for the 2019-2020 school year.

ORIGINAL SIGNED BY SCHOOL PRINCIPAL

Nov. 14, 2018

Principal's Signature

Date

Student Activity Fee	\$ 45.00
Graduation Activity Fee	\$ 65.00

DEPT	COURSE NAME	FEE	
<b>ART/DRAMA</b>	ART 08	\$ 5.00	
	ART STUDIO 9/10	\$ 25.00	
	ART FOUNDATIONS 11	\$ 25.00	
	ART FOUNDATIONS 12	\$ 25.00	
	CERAMICS & SCULPTURE 9/10 (STUDIO ARTS 3D)	\$ 35.00	
	CERAMICS & SCULPTURE 11	\$ 35.00	
	CERAMICS & SCULPTURE 12	\$ 35.00	
	DRAWING AND PAINTING 11	\$ 25.00	
	DRAWING AND PAINTING 12	\$ 25.00	
	VISUAL ARTS 11-MEDIA	\$ 30.00	
	VISUAL ARTS 12-MEDIA	\$ 30.00	
	<b>DIGITAL MEDIA</b>	3D ANIMATION 11	\$ 30.00
		3D ANIMATION 12	\$ 30.00
		DIGITAL GRAPHIC DESIGN 11	\$ 30.00
DIGITAL GRAPHIC DESIGN 12		\$ 30.00	
VISUAL EFFECTS 11		\$ 30.00	
VISUAL EFFECTS 12		\$ 30.00	
INFO TECH 11		\$ 30.00	
INFO TECH 12		\$ 30.00	
INFO TECH 9/10		\$ 30.00	
MEDIA JOURNALISM 10		\$ 10.00	
MEDIA JOURNALISM 11	\$ 10.00		
YEARBOOK 12	\$ 10.00		
<b>MUSIC</b>	BAND 8	\$ 30.00	
	CONCERT BAND 9	\$ 30.00	
	CONCERT BAND 10	\$ 30.00	
	CONCERT BAND 11	\$ 30.00	
	CONCERT BAND 12	\$ 30.00	
	CONCERT CHOIR 8	\$ 30.00	
	CONCERT CHOIR 9	\$ 30.00	
	CONCERT CHOIR 10	\$ 30.00	
	CONCERT CHOIR 11	\$ 30.00	
	CONCERT CHOIR 12	\$ 30.00	
	VOCAL JAZZ 8	\$ 30.00	
	VOCAL JAZZ 9	\$ 30.00	
	VOCAL JAZZ 10	\$ 30.00	
	VOCAL ENSEMBLE 11 - VOCAL JAZZ	\$ 30.00	
	VOCAL ENSEMBLE 12 - VOCAL JAZZ	\$ 30.00	
CHAMBER CHOIR 9	\$ 30.00		
CHAMBER CHOIR 10	\$ 30.00		
CHAMBER CHOIR 11	\$ 30.00		



ARGYLE SECONDARY  
Schedule of School Fees 2019-2020

DEPT	COURSE NAME	FEE
	CHAMBER CHOIR 12	\$ 30.00
	STRINGS 8	\$ 25.00
	STRINGS 9	\$ 25.00
	STRINGS 10	\$ 25.00
	STRINGS 11	\$ 25.00
	STRINGS 12	\$ 25.00
<b>PHYS ED</b>	PHE 08 / EDUCATION PHYSIQUE ET SANTE 8	\$ 20.00
	PHE 09 / EDUCATION PHYSIQUE ET SANTE 9	\$ 20.00
	PE 10	\$ 30.00
	PE 10 CONDITIONING	fitness pass required
	PE 11	\$ 65.00
	PE 11 CONDITIONING	fitness pass required
	PE 12 LIFESTYLES	\$ 65.00
	PE 12 CONDITIONING	fitness pass required
	STUDENT LEADERSHIP 11	\$ 15.00
<b>ADST</b>	HOME EC 8 (FOODS & TEXTILES)	\$ 15.00
	FOODS 9/10	\$ 40.00
	FOOD STUDIES 11	\$ 45.00
	FOOD STUDIES 12	\$ 45.00
	TEXTILES 9/10	\$ 15.00
	TEXTILES 11	\$ 15.00
	TEXTILES 12	\$ 15.00
	ART METAL 9/10	\$ 45.00
	ART METAL 11	\$ 45.00
	ART METAL 12	\$ 45.00
	CARPENTRY & JOINERY 11	\$ 50.00
	CARPENTRY & JOINERY 12	\$ 50.00
	DRAFTING AND DESIGN 9/10	\$ 15.00
	DRAFTING AND DESIGN 11	\$ 15.00
	DRAFTING AND DESIGN 12: TECHNICAL	\$ 15.00
	ENGINEERING TECH 9/10	\$ 48.00
	ENGINEERING TECH 11	\$ 50.00
	ENGINEERING TECH 12	\$ 50.00
	METAL FABRICATING & MACHINING 11	\$ 45.00
	METAL FABRICATING & MACHINING 12	\$ 45.00
	METAL FAB & MACH 12	\$ 45.00
	METALWORK 9/10	\$ 45.00
	WOODWORK 10	\$ 45.00
	SKILLS EXPLORATION 10, 11, 12	\$ 53.00
<b>AP COURSES</b>	AP CALCULUS 12 (EXAM COST ONLY)	\$ 140.00
	AP PHYSICS 1 (EXAM COST ONLY)	\$ 140.00
	AP PHYSICS 2 (EXAM COST ONLY)	\$ 140.00



CARSON GRAHAM SECONDARY  
Schedule of School Fees for 2019-2020

The following school fees for Carson Graham Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC have reviewed the following schedule of school fees for the 2019-2020 school

ORIGINAL SIGNED BY SCHOOL PRINCIPAL

08-Nov-18

Principal's Signature

Date

Student Activity Fee	\$ 45.00
Graduation Activity Fee	\$ 30.00

DEPT	COURSE NAME	FEE
<b>ART</b>	ART 8	\$ 10.00
	ART DESIGN 9	\$ 20.00
	ART 10-3 D - 2 Credits	\$ 20.00
	ART 10 2-D - 2 Credits	\$ 20.00
	PHOTOGRAPHY 10 - 2 Credits	\$ 25.00
	ART FOUNDATIONS 11	\$ 25.00
	ART FOUNDATIONS 12	\$ 25.00
	CERAMICS & SCULPTURE 11	\$ 25.00
	CERAMICS & SCULPTURE 12	\$ 25.00
	DRAWING AND PAINTING 11	\$ 25.00
	DRAWING AND PAINTING 12	\$ 25.00
	FILM/TV 11	\$ 30.00
	FILM/TV 12	\$ 30.00
	VISUAL ARTS 11-MEDIA PHOTO	\$ 40.00
	VISUAL ARTS 12-MEDIA PHOTO	\$ 40.00
	<b>MUSIC</b>	GUITAR 8
GUITAR 9		\$ 35.00
GUITAR 10		\$ 35.00
GUITAR 11		\$ 35.00
GUITAR 12		\$ 35.00
BEGINNING BAND 8		\$ 20.00
BEGINNING BAND 9		\$ 20.00
BEGINNING BAND 10		\$ 20.00
BEGINNING BAND 11		\$ 20.00
BEGINNING BAND 12		\$ 20.00
CONCERT BAND 8		\$ 35.00
CONCERT BAND 9		\$ 35.00
CONCERT BAND 10		\$ 35.00
CONCERT BAND 11		\$ 35.00
CONCERT BAND 12		\$ 35.00
CONCERT CHOIR 8		\$ 35.00
CONCERT CHOIR 9		\$ 35.00
CONCERT CHOIR 10		\$ 35.00
CONCERT CHOIR 11		\$ 35.00
CONCERT CHOIR 12		\$ 35.00
JAZZ BAND 8	\$ 35.00	
JAZZ BAND 9	\$ 35.00	
JAZZ BAND 10	\$ 35.00	
JAZZ BAND 11	\$ 35.00	
JAZZ BAND 12	\$ 35.00	
JAZZ CHOIR 8	\$ 35.00	



CARSON GRAHAM SECONDARY  
Schedule of School Fees for 2019-2020

DEPT	COURSE NAME	FEE
	JAZZ CHOIR 9	\$ 35.00
	JAZZ CHOIR 10	\$ 35.00
	JAZZ CHOIR 11	\$ 35.00
	JAZZ CHOIR 12	\$ 35.00
	CHAMBER CHOIR 10-12	\$ 35.00
<b>PHYS ED</b>	PE 9 - DANCE	\$ 20.00
	PE 10 - DANCE	\$ 20.00
	PE 11 DANCE	\$ 20.00
	PE 12 DANCE	\$ 20.00
	PE 10 - CONDITIONING	\$ 35.00
	PE 11 CONDITIONING	\$ 35.00
	PE 12 CONDITIONING	\$ 35.00
<b>ADST</b>	HOME ECONOMICS 8	\$ 10.00
	FOODS 9	\$ 25.00
	FOODS 10 - 2 Credits	\$ 25.00
	FOOD STUDIES 11	\$ 50.00
	FOOD STUDIES 12	\$ 50.00
	TEXTILES 9	\$ 15.00
	TEXTILES 10 - 2 Credits	\$ 15.00
	FASHION SEWING for BEGINNERS	\$ 30.00
	TEXTILES 11	\$ 30.00
	TEXTILES 12	\$ 30.00
	DESIGN and TECHNOLOGY 8	\$ 10.00
	ENGINEERING 9	\$ 50.00
	ENGINEERING 10	\$ 50.00
	DESIGN and TECHNOLOGY 9	\$ 40.00
	DESIGN and TECHNOLOGY 10	\$ 40.00
	CARPENTRY & JOINERY 11	\$ 60.00
	CARPENTRY & JOINERY 12	\$ 60.00
	ENGINEERING 11	\$ 50.00
	ENGINEERING 12	\$ 50.00
	SKILLS EXPLORATION 10, 11 & 12	\$ 50.00
IB Diploma Programme	YEAR 1 & YEAR 2	\$ 1,700.00
IB Diploma Programme	CERTIFICATE PROGRAM - YEAR 1 & YEAR 2	\$ 600.00



HANDSWORTH SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

The following school fees for Handsworth Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC has reviewed the following schedule of school fees for the 2019-2020 school year.

ORIGINAL SIGNED BY SCHOOL PRINCIPAL	22-Nov-18
Principal's Signature	Date

Student Activity Fee	\$ 45.00
Graduation Activity Fee	\$ 70.00

DEPT	COURSE NAME	FEE
<b>ART/DRAMA</b>	ART STUDIO 10	\$ 30.00
	ART STUDIO 11	\$ 40.00
	ART STUDIO 12	\$ 40.00
	FILM & TELEVISION 11	\$ 75.00
	FILM & TELEVISION 12	\$ 75.00
	STUDIO ARTS 2D 10	\$ 40.00
	STUDIO ARTS 2D 11	\$ 40.00
	STUDIO ARTS 2D 12	\$ 40.00
	STUDIO ARTS 3D 10	\$ 40.00
	STUDIO ARTS 3D 11	\$ 40.00
	STUDIO ARTS 3D 12	\$ 40.00
	GRAPHIC ARTS 11	\$ 35.00
	GRAPHIC ARTS 12	\$ 35.00
	VISUAL ARTS 8	\$ 20.00
	VISUAL ARTS 9	\$ 30.00
	MEDIA ARTS 11	\$ 75.00
	MEDIA ARTS 12	\$ 75.00
	PHOTOGRAPHY 10	\$ 75.00
	<b>MUSIC</b>	INSTRUMENTAL MUSIC 11 CONCERT BAND
INSTRUMENTAL MUSIC 12 CONCERT BAND		\$ 40.00
INSTRUMENTAL MUSIC 11 JAZZ BAND		\$ 40.00
INSTRUMENTAL MUSIC 12 JAZZ BAND		\$ 40.00
MUSIC 8: CONCERT BAND A		\$ 40.00
MUSIC 8: CONCERT BAND		\$ 40.00
MUSIC 8 JAZZ BAND		\$ 40.00
MUSIC 9: CONCERT BAND A		\$ 40.00
MUSIC 9: CONCERT BAND		\$ 40.00
MUSIC 9 JAZZ BAND		\$ 40.00
MUSIC 10 CONCERT BAND		\$ 40.00
MUSIC 10: JAZZ BAND		\$ 40.00
CHORAL MUSIC 11: CONCERT CHOIR		\$ 40.00
CHORAL MUSIC 12: CONCERT CHOIR		\$ 40.00
MUSIC 8 CONCERT CHOIR		\$ 40.00
MUSIC 9 CONCERT CHOIR		\$ 40.00
CHORAL MUSIC 10: CONCERT CHOIR		\$ 40.00
ORCHESTRAL STRINGS 11 CHAMBER		\$ 20.00
ORCHESTRAL STRINGS 11 CONCERT		\$ 20.00
ORCHESTRAL STRINGS 12 CHAMBER		\$ 20.00
ORCHESTRAL STRINGS 12 CONCERT		\$ 20.00
MUSIC 8: STRINGS CONCERT	\$ 20.00	
MUSIC 8: STRINGS	\$ 20.00	





HANDSWORTH SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

DEPT	COURSE NAME	FEE
	MUSIC 8: STRINGS TOCCATI	\$ 20.00
	MUSIC 9: STRINGS CHAMBER	\$ 20.00
	MUSIC 9: STRINGS CONCERT	\$ 20.00
	MUSIC 9: STRINGS TOCCATI	\$ 20.00
	MUSIC 10 ORCHESTRAL STRINGS CHAMBER	\$ 20.00
	MUSIC 10 ORCHESTRAL STRINGS CONCERT	\$ 20.00
	MUSIC 10 ORCHESTRAL STRINGS TOCCATI	\$ 20.00
<b>PHYS ED</b>	DANCE FOUNDATIONS 10	\$ 15.00
	DANCE FOUNDATIONS 10 - DANCE CREW	\$ 15.00
	DANCE FOUNDATIONS 10 - SQUAD	\$ 15.00
	DANCE FOUNDATIONS 10 - STUDIO	\$ 15.00
	DANCE 9	\$ 15.00
	DANCE 9 - DANCE CREW	\$ 15.00
	DANCE 9 - SQUAD	\$ 15.00
	DANCE 9 - STUDIO	\$ 15.00
	DANCE CHOREOGRAPHY 11	\$ 15.00
	DANCE CHOREOGRAPHY 11 - DANCE CREW	\$ 15.00
	DANCE CHOREOGRAPHY 11 - SQUAD	\$ 15.00
	DANCE CHOREOGRAPHY 11 - STUDIO	\$ 15.00
	DANCE CHOREOGRAPHY 12	\$ 15.00
	DANCE CHOREOGRAPHY 12 - DANCE CREW	\$ 15.00
	DANCE CHOREOGRAPHY 12 - SQUAD	\$ 15.00
	DANCE CHOREOGRAPHY 12 - STUDIO	\$ 15.00
	DANCE PERFORMANCE 11	\$ 15.00
	DANCE PERFORMANCE 11 - DANCE CREW	\$ 15.00
	DANCE PERFORMANCE 11 - SQUAD	\$ 15.00
	DANCE PERFORMANCE 11 - STUDIO	\$ 15.00
	DANCE PERFORMANCE 12	\$ 15.00
	DANCE PERFORMANCE 12 - CREW	\$ 15.00
	DANCE PERFORMANCE 12 - SQUAD	\$ 15.00
	DANCE PERFORMANCE 12 - STUDIO	\$ 15.00
	PHYSICAL AND HEALTH EDUCATION 10 CREW	\$ 15.00
	PHYSICAL AND HEALTH EDUCATION 10 DANCE	\$ 15.00
	PHYSICAL AND HEALTH EDUCATION 10 SQUAD	\$ 15.00
	PHYSICAL AND HEALTH EDUCATION 10 STUDIO	\$ 15.00
	EDUCATION PHYSIQUE 8	\$ 25.00
	EDUCATION PHYSIQUE ET SANTE 8 - ADVENTURES	\$ 300.00
	EDUCATION PHYSIQUE 9	\$ 25.00
	ACTIVE LIVING 11 SPORTS TRAINING	\$ 5.00
	ACTIVE LIVING 11 STRENGTH (GIRLS)	\$ 5.00
	ACTIVE LIVING 12 ACTIVITY FEE	\$ 125.00
	ACTIVE LIVING 12 SPORTS TRAINING	\$ 5.00
	ACTIVE LIVING 12 STRENGTH (GIRLS)	\$ 5.00
	PHYSICAL & HEALTH EDUCATION 8	\$ 25.00
	PHYSICAL & HEALTH EDUCATION 9	\$ 25.00
	PHYSICAL & HEALTH EDUCATION 10	\$ 30.00
	PHYSICAL & HEALTH EDUCATION 10: STRENGTH & CONDITIONING	\$ 5.00
	PHYSICAL & HEALTH EDUCATION 10: STRENGTH (GIRLS)	\$ 5.00
	ACTIVE LIVING 11	\$ 30.00
	FITNESS & CONDITIONING 11	\$ 5.00



HANDSWORTH SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

DEPT	COURSE NAME	FEE
	FITNESS & CONDITIONING 11 (GIRLS)	\$ 5.00
	FITNESS & CONDITION 12	\$ 5.00
	FITNESS & CONDITIONING 12 (GIRLS)	\$ 5.00
<b>ADST</b>	FOOD STUDIES 9	\$ 60.00
	FOOD STUDIES 10	\$ 60.00
	FOOD STUDIES 11	\$ 65.00
	FOOD STUDIES 12	\$ 65.00
	TEXTILES 9	\$ 15.00
	TEXTILES 10	\$ 15.00
	TEXTILES 11	\$ 15.00
	TEXTILES 12	\$ 15.00
	ELECTRONICS & ROBOTICS 9	\$ 30.00
	ELECTRONICS & ROBOTICS 10	\$ 30.00
	POWER TECHNOLOGY 9 (MECHANICS)	\$ 30.00
	POWER TECHNOLOGY 10 (MECHANICS)	\$ 30.00
	AUTOMOTIVE TECHNOLOGY 11	\$ 30.00
	AUTOMOTIVE TECHNOLOGY 12	\$ 30.00
	WOODWORK 9	\$ 50.00
	WOODWORK 10	\$ 60.00
	WOODWORK 11	\$ 40.00
	WOODWORK 12	\$ 40.00
	DRAFTING 9	\$ 20.00
	DRAFTING 10	\$ 20.00
	DRAFTING 11	\$ 25.00
	DRAFTING 12	\$ 25.00
<b>AP COURSES</b>	AP 2-D DESIGN PORTFOLIO 12 EXAM FEE	\$ 150.00
	AP 3-D DESIGN PORTFOLIO 12 EXAM FEE	\$ 150.00
	AP CALCULUS 12 AB EXAM FEE	\$ 150.00
	AP CHEMISTRY 12 EXAM FEE	\$ 150.00
	AP COMPUTER SCIENCE PRINCIPLES 12 EXAM FEE	\$ 150.00
	AP ENGLISH LITERATURE 12 EXAM FEE	\$ 150.00
	AP ENGLISH 12 EXAM FEE	\$ 150.00
	AP FRANCAIS LANGUE SECONDE-IMMERSION 12 EXAM FEE	\$ 150.00
	AP MICROECONOMICS 12 EXAM FEE	\$ 150.00
	AP PHYSICS 2 HONOURS 12 EXAM FEE	\$ 150.00
	AP PHYSICS 1 HONOURS 11 EXAM FEE	\$ 150.00
	AP STUDIO ART: DRAWING 12 EXAM FEE	\$ 150.00
	AP 2-D DESIGN PORTFOLIO 12 MATERIALS FEE	\$ 50.00
	AP 3-D DESIGN PORTFOLIO 12 MATERIALS FEE	\$ 50.00
	AP STUDIO ART: DRAWING 12 MATERIALS FEE	\$ 50.00



MOUNTAINSIDE SECONDARY  
 Schedule of School Fees for 2019-2020

The following school fees for Mountainside Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC has reviewed the following schedule of school fees for the 2019-2020 school year.

ORIGINAL SIGNED BY SCHOOL PRINCIPAL

29-Nov-18

Principal's Signature

Date

Student Activity Fee	\$	80.00
Graduation Activity Fee	\$	25.00

DEPT		FEE
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**No course/program-aligned Fees for 2019-20 school year**



SEYCOVE SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

The following school fees for Seycove Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC has reviewed the following schedule of school fees for the 2019-2020 school year.

ORIGINAL SIGNED BY SCHOOL PRINCIPAL	14-Nov-18
Principal's Signature	Date

Student Activity Fee	\$ 45.00
Graduation Activity Fee	\$ 45.00

DEPT	COURSE NAME	FEE	
<b>ART/DRAMA</b>	VISUAL ARTS 9	\$ 35.00	
	ART STUDIO 10	\$ 35.00	
	SCULPTURE 10	\$ 40.00	
	DRAWING & PAINTING 10	\$ 40.00	
	PHOTOGRAPHY 10	\$ 60.00	
	ART FOUNDATIONS 11	\$ 35.00	
	ART FOUNDATIONS 12	\$ 35.00	
	MEDIA ARTS 11 PHOTO	\$ 60.00	
	MEDIA ARTS 12 PHOTO	\$ 60.00	
	FILM/TV 11	\$ 30.00	
	FILM/TV 12	\$ 30.00	
	<b>MUSIC</b>	CHORAL MUSIC 8	\$ 40.00
		CHORAL MUSIC 9	\$ 40.00
CHORAL MUSIC 10		\$ 40.00	
CONTEMPORARY MUSIC 10		\$ 40.00	
CONCERT CHOIR 11		\$ 40.00	
CONCERT CHOIR 12		\$ 40.00	
VOCAL JAZZ 11		\$ 40.00	
VOCAL JAZZ 12		\$ 40.00	
SENIOR VOCAL JAZZ		\$ 40.00	
INSTRUMENTAL MUSIC 8		\$ 40.00	
INSTRUMENTAL MUSIC 9		\$ 40.00	
INSTRUMENTAL MUSIC 10		\$ 40.00	
CONCERT BAND 11		\$ 40.00	
CONCERT BAND 12		\$ 40.00	
JAZZ BAND 11		\$ 40.00	
JAZZ BAND 12		\$ 40.00	
CHAMBER CHOIR 11		\$ 40.00	
CHAMBER CHOIR 12	\$ 40.00		
<b>PHYS ED</b>	PHYSICAL AND HEALTH EDUCATION 8	\$ 30.00	
	PHYSICAL AND HEALTH EDUCATION 9	\$ 30.00	
	PE 10	\$ 30.00	
	PE 12 COMMUNITY & SCHOOL RECREATION	\$ 90.00	
<b>ADST</b>	HOME EC 8	\$ 20.00	
	FOODS STUDIES 9	\$ 25.00	
	FOODS STUDIES 10	\$ 45.00	
	FOOD AND NUTRITION 11	\$ 50.00	
	FOOD AND NUTRITION 12	\$ 50.00	
	TEXTILES 9	\$ 10.00	
TEXTILES 10	\$ 20.00		



SEYCOVE SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

DEPT	COURSE NAME	FEE
	TEXTILE STUDIES 11	\$ 20.00
	TEXTILE STUDIES 12	\$ 20.00
	TECH 8	\$ 10.00
	WOODWORK 9	\$ 50.00
	WOODWORK 10	\$ 50.00
	ENGINEERING 9	\$ 40.00
	ELECTRONIC AND ROBOTICS 10	\$ 50.00
	METAL WORK 10	\$ 50.00
	POWER TECHNOLOGY 10	\$ 40.00
	CARPENTRY & JOINERY 11	\$ 50.00
	CARPENTRY & JOINERY 12	\$ 50.00
	BA ENGINEERING 11	\$ 40.00
	BA ENGINEERING 12	\$ 40.00



SUTHERLAND SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

The following school fees for Sutherland Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC has reviewed the following schedule of school fees for the 2019-2020 school year.

ORIGINAL SIGNED BY SCHOOL PRINCIPAL	27-Nov-18
Principal's Signature	Date

Student Activity Fee	\$ 45.00
Graduation Activity Fee	\$ 35.00

DEPT	COURSE NAME	FEE
<b>ART/DRAMA</b>	ART 08	\$ 10.00
	ART 09	\$ 25.00
	ART FOUNDATIONS 11	\$ 35.00
	ART FOUNDATIONS 12	\$ 35.00
	DRAWING AND PAINTING 11	\$ 35.00
	DRAWING AND PAINTING 12	\$ 35.00
	PRINT & GRAPHIC DESIGN 11	\$ 35.00
	PRINT & GRAPHIC DESIGN 12	\$ 35.00
	VISUAL ARTS 9/10	\$ 25.00
	VISUAL ARTS 11 - MEDIA PHOTO	\$ 45.00
	VISUAL ARTS 12 - MEDIA PHOTO	\$ 45.00
	HOME EC 8 - FOODS	\$ 20.00
	HOME EC 8 - TEXTILES	\$ 20.00
	FOOD STUDIES 9	\$ 30.00
	FOODS & NUTRITION 10	\$ 50.00
FOOD STUDIES 11	\$ 50.00	
FOOD STUDIES 12	\$ 50.00	
<b>ICT</b>	DIGITAL MEDIA DEVELOPMENT 11	\$ 20.00
	DIGITAL MEDIA DEVELOPMENT 12	\$ 20.00
<b>MUSIC</b>	BAND 8	\$ 20.00
	CONCERT CHOIR 8	\$ 20.00
	CONCERT CHOIR 9	\$ 20.00
	CONCERT CHOIR 10	\$ 20.00
	CONCERT CHOIR 11	\$ 20.00
	CONCERT CHOIR 12	\$ 20.00
	CONCERT BAND 9	\$ 20.00
	CONCERT BAND 10	\$ 20.00
	CONCERT BAND 11	\$ 20.00
	CONCERT BAND 12	\$ 20.00
	JAZZ BAND 8	\$ 20.00
	JAZZ BAND 9	\$ 20.00
	JAZZ BAND 10	\$ 20.00
	JAZZ BAND 11	\$ 20.00
	JAZZ BAND 12	\$ 20.00
VOCAL JAZZ 9	\$ 20.00	
VOCAL JAZZ 10	\$ 20.00	
VOCAL JAZZ, CHORAL 11	\$ 20.00	
VOCAL JAZZ, CHORAL 12	\$ 20.00	
<b>PHYS ED</b>	PE 8	\$ 20.00
	PE 9	\$ 20.00
	PE 10	\$ 35.00



SUTHERLAND SECONDARY SCHOOL  
 Schedule of School Fees for 2019-2020

DEPT	COURSE NAME	FEE
	ACTIVE LIVING 11	\$ 95.00
	ACTIVE LIVING 12	\$ 95.00
	FITNESS AND CONDITIONING 11	\$ 35.00
	FITNESS AND CONDITIONING 12	\$ 35.00
	OUTDOOR EDUCATION 11	\$ 90.00
<b>ADST</b>	HOME EC 8 - FOODS	\$ 20.00
	HOME EC 8 - TEXTILES	\$ 20.00
	FOOD STUDIES 9	\$ 30.00
	FOODS & NUTRITION 10	\$ 50.00
	FOOD STUDIES 11	\$ 50.00
	FOOD STUDIES 12	\$ 50.00
	ART METAL 9	\$ 35.00
	METALWORK 10	\$ 35.00
	METALWORK 11	\$ 35.00
	CARPENTRY & JOINERY 11	\$ 30.00
	CARPENTRY & JOINERY 12	\$ 30.00
	ELECTRONICS 10	\$ 30.00
	ELECTRONICS 11	\$ 30.00
	ELECTRONICS 12	\$ 30.00
	METAL FAB & MACHINING 12	\$ 35.00
	TECHNOLOGY 8	\$ 15.00
	WOODWORK 9	\$ 30.00
	WOODWORK 10	\$ 30.00
	DRAFTING 9	\$ 10.00
	DRAFTING 10	\$ 10.00
	DRAFTING & DESIGN 11	\$ 15.00
	DRAFTING & DESIGN 12	\$ 15.00



WINDSOR SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

The following school fees for Windsor Secondary have been developed through consultation at department meetings, teacher to teacher, and staff to principal. At our PAC meetings, school fees were discussed and our school PAC and SPC have reviewed the following schedule of school fees for the 2019-2020 school year

<u>ORIGINAL SIGNED BY SCHOOL PRINCIPAL</u>	15-Nov-18
Principal's Signature	Date

Student Activity Fee	\$ 45.00
Graduation Activity Fee	\$ 90.00

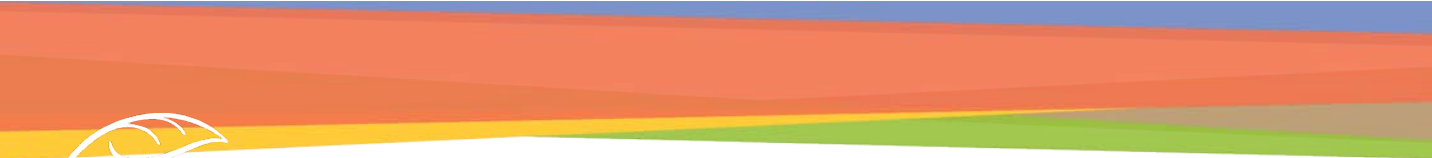
DEPT	COURSE NAME	FEE
<b>ART</b>	VISUAL ARTS 8	\$ 5.00
	VISUAL ARTS 9	\$ 15.00
	VISUAL ARTS 10: ART STUDIO	\$ 25.00
	VISUAL ARTS 11: ART STUDIO	\$ 35.00
	VISUAL ARTS 12: ART STUDIO	\$ 35.00
	SENIOR ART PORTFOLIO 12	\$ 35.00
	VISUAL ARTS 11: PHOTOGRAPHY	\$ 55.00
	VISUAL ARTS 12: PHOTOGRAPHY	\$ 55.00
	<b>DRAMA</b>	DRAMA 8
DRAMA 9		\$ 15.00
DRAMA 10		\$ 15.00
DRAMA 10: THEATRE COMPANY		\$ 30.00
DRAMA 11		\$ 15.00
DRAMA 12		\$ 15.00
DRAMA 11: THEATRE COMPANY		\$ 30.00
DRAMA 12: THEATRE COMPANY		\$ 30.00
<b>MUSIC</b>		MUSIC 8: CHOIR
	MUSIC 9: CONCERT CHOIR	\$ 20.00
	CHORAL MUSIC 10: CONCERT CHOIR	\$ 20.00
	CHORAL MUSIC 11: CONCERT CHOIR	\$ 20.00
	CHORAL MUSIC 12: CONCERT CHOIR	\$ 20.00
	MUSIC 9: VOCAL JAZZ	\$ 20.00
	CHORAL MUSIC 10: VOCAL JAZZ	\$ 20.00
	CHORAL MUSIC 11: VOCAL JAZZ	\$ 20.00
	CHORAL MUSIC 12: VOCAL JAZZ	\$ 20.00
	MUSIC 9: CHAMBER CHOIR	\$ 20.00
	CHORAL MUSIC 10: CHAMBER CHOIR	\$ 30.00
	CHORAL MUSIC 11: CHAMBER CHOIR	\$ 30.00
	CHORAL MUSIC 12: CHAMBER CHOIR	\$ 30.00
	MUSIC 8: CONCERT BAND	\$ 30.00
	MUSIC 9: CONCERT BAND	\$ 30.00
	INSTRUMENTAL MUSIC 10: CONCERT BAND	\$ 30.00
	INSTRUMENTAL MUSIC 11: CONCERT BAND	\$ 30.00
	INSTRUMENTAL MUSIC 12: CONCERT BAND	\$ 30.00
	MUSIC 8: JAZZ BAND	\$ 30.00
	MUSIC 9: JAZZ BAND	\$ 30.00
	INSTRUMENTAL MUSIC 10: JAZZ BAND	\$ 30.00
INSTRUMENTAL MUSIC 11: JAZZ BAND	\$ 30.00	
INSTRUMENTAL MUSIC 12: JAZZ BAND	\$ 30.00	
INSTRUMENTAL MUSIC 8: ORCHESTRA	\$ 30.00	
INSTRUMENTAL MUSIC 9: ORCHESTRA	\$ 30.00	





WINDSOR SECONDARY SCHOOL  
Schedule of School Fees for 2019-2020

DEPT	COURSE NAME	FEE
	INSTRUMENTAL MUSIC 10: ORCHESTRA	\$ 30.00
	INSTRUMENTAL MUSIC 11: ORCHESTRA	\$ 30.00
	INSTRUMENTAL MUSIC 12: ORCHESTRA	\$ 30.00
<b>PHYS ED</b>	PHYSICAL & HEALTH EDUCATION 8	\$ 15.00
	EDUCATION PHYSIQUE EN PLIEN AIR 8	\$ 15.00
	PHYSICAL & HEALTH EDUCATION 9	\$ 15.00
	KINESIOLOGY 11	\$ 15.00
	EDUCATION PHYSIQUE ET SANTE 9	\$ 15.00
<b>ADST</b>	FOOD STUDIES 8	\$ 3.00
	FOOD STUDIES 9	\$ 35.00
	FOOD STUDIES 10	\$ 35.00
	FOOD STUDIES 11	\$ 40.00
	FOOD STUDIES 12	\$ 40.00
	FOODS STUDIES: RESOURCE ROOM	\$ 25.00
	TEXTILES 8	\$ 3.00
	TEXTILES 9	\$ 25.00
	TEXTILES 10	\$ 25.00
	TEXTILES 11	\$ 25.00
	TEXTILES 12	\$ 25.00
	FASHION DESIGN	\$ 25.00
	AUTOMOTIVE TECHNOLOGY 11	\$ 10.00
	AUTOMOTIVE TECHNOLOGY 12	\$ 10.00
	ENGINE/DRIVE TRAIN 12	\$ 10.00
	DRAFTING 8	\$ 5.00
	DRAFTING 9	\$ 10.00
	DRAFTING 10	\$ 10.00
	DRAFTING 11	\$ 10.00
	DRAFTING 12	\$ 10.00
	HOUSING & LIVING ENVIRONMENTS	\$ 10.00
	ROBOTICS 8	\$ 5.00
	ELECTRONICS & ROBOTICS 9	\$ 40.00
	ELECTRONICS & ROBOTICS 10	\$ 40.00
	ROBOTICS 12	\$ 40.00
	ELECTRONICS 11	\$ 40.00
	ELECTRONICS 12	\$ 40.00
	METALWORK 8	\$ 5.00
	METALWORK 9	\$ 30.00
	METALWORK 10	\$ 30.00
	METALWORK 11	\$ 30.00
	METALWORK 12	\$ 30.00
	WOODWORK 8	\$ 5.00
	WOODWORK 9	\$ 50.00
	WOODWORK 10	\$ 50.00
	WOODWORK 11	\$ 50.00
	WOODWORK 12	\$ 50.00
	FURNITURE & CARPENTRY12	\$ 50.00



## SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) SCHEDULE OF ACADEMY FEES FOR 2019-20

Policy 706: School Fees requires that the Superintendent of Schools review annually the Schedule of School Fees for all schools and Specialty Academies, and that the schedules be provided to Trustees for their information. Listed below are the Specialty Academy Fees established for the 2019-20 school year. In accordance with the School Act, these Academy Fees have received the approval of their respective PACs.

	ANNUAL AMOUNT	MONTHLY AMOUNT
AFK STUDIO ARTS ACADEMY @ <i>Carson Graham Secondary</i>	\$ 350	--
BASKETBALL ACADEMY @ <i>Argyle, Handsworth and Seycove Secondary</i>		
Academy Stream	\$1,400	\$ 140
Select Competitive Stream	\$1,500	\$ 150
DANCE ACADEMY @ <i>Windsor Secondary</i>	\$1,550	\$ 155
DIGITAL MEDIA ACADEMY @ <i>Argyle Secondary</i>		
Full DMA	\$1,250	\$ 125
DMA Lite	\$ 500	--
FIELD HOCKEY ACADEMY @ <i>Sutherland Secondary</i>	\$2,500	\$ 250
HOCKEY SKILLS ACADEMY @ <i>Windsor Secondary</i>		
Regular Players	\$2,200	\$ 220
Goalies	\$1,500	\$ 150
LACROSSE ACADEMY ( <i>Proposed</i> ) @ <i>Carson Graham Secondary</i>	\$1,500	\$ 150
OUTDOOR EDUCATION ACADEMY @ <i>Sutherland Secondary</i>	\$2,500	Quarterly payments
SOCCER ACADEMY @ <i>Windsor Secondary</i>	\$1,650	\$ 165
VOLLEYBALL ACADEMY @ <i>Sutherland Secondary</i>		
Academy Stream	\$2,000	\$ 200
Volleyball Canada Centre of Excellence	\$2,500	\$ 250

Each NVSD school offering a Specialty Academy will post their Specialty Academy Fees for 2019-20 on their individual school website and will publish the fees in their school newsletter. Fees are charged only for those direct costs incurred by the Board in providing the Specialty Academy that are in addition to the costs of providing a standard educational program. Please contact the school principal to discuss the availability of fee waivers in cases where financial hardship would otherwise preclude a student from participation in the academy.

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **School Calendar 2019/20 – Update**

**Narration:**

Since 2012, school districts have been required by the *School Act* to individually design and establish school calendars for their respective districts. The minimum instructional hours, timelines, and processes, including the opportunity for public comment, are defined within School Calendar Regulation 314/12.

The North Vancouver School District Board of Education approved a single-year calendar for the current 2018/19 school year on March 13, 2018 and is now required to establish a calendar for, at a minimum, the 2019/20 school year. Boards may, if they wish, establish and adopt school calendars for up to three (3) consecutive years.

School calendars must be submitted to the Minister of Education by March 31<sup>st</sup> of the year prior to the school year in question and must, prior to final adoption, be made available for public comment for a period of at least one (1) month. The due date for submission of a North Vancouver School District 2019/20 calendar is March 31, 2019.

The Board has tasked the School District's School Calendar Committee with developing calendar recommendations for the Board's consideration. The recommended proposals are based upon the requirements of the *School Act*, the School Calendar Regulation, the conditions of Collective Agreements in place with NVSD staff employee groups, and accumulated public feedback and comment received in previous years.

Committee members include appointed representatives from the Board of Education, the North Vancouver Teachers' Association (NVTAs), Canadian Union of Public Employees Local 389 (CUPE), the North Vancouver District Parents' Advisory Council (DPAC), the Student Leadership Council (DSL), and from district staff, including principals and vice principals.

The Committee's first meeting of this school year was held on October 29<sup>th</sup> and a second meeting was held November 19<sup>th</sup>. Expanding upon the work done in previous years to select key calendar dates, the committee has developed a Proposed 2019/20 School Calendar which provides for:

- the first day of school to fall on September 3, 2019, the first day following Labour Day
- a two-week Winter Break from December 23, 2019 to January 3, 2020, inclusive, that is aligned with break dates for other Metro Vancouver area school districts
- a two-week Spring Break from March 16, 2020 to March 27, 2020, inclusive, that is aligned with break dates for other Metro Vancouver area school districts
- five (5) Staff Collaboration Dates on which students will attend for a shortened day. The Committee recommends that the November Staff Collaboration Date not be held on the last Wednesday of the month, as is the standing pattern. This timing conflicts with the timing of report card preparation and poses a challenge for staff. Instead, the Committee has recommended that the November Staff Collaboration fall on the third Wednesday, November 20<sup>th</sup>.
- the last day of attendance for students to be Thursday, June 25, 2020

## Schedule C.3. (continued)

### Narration (continued):

Should the Board wish to proceed to the public comment stage with the Committee's recommendations, a Proposed 2019/20 School Calendar will be published in the end of January for a one-month public comment period. Feedback received from the public will be shared with the Board in March, allowing for the Board to consider final approval of a 2019/20 School Calendar at the March 12, 2019 Public Board Meeting.

Assistant Superintendent Chris Atkinson, Chair of the School Calendar Committee, will provide the Board with an update on the Committee's discussions and a review of the timelines and steps required to complete and approve a school calendar for the 2019/20 school year.

### Attachment:

PROPOSED 2019/20 School Calendar for Public Comment

# PROPOSED 2019/20 SCHOOL CALENDAR FOR PUBLIC COMMENT

181 Instructional Days for Students

AUGUST 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

SEPTEMBER 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 EXAMPLE	21
22	23	24	25	26	27	28
29	30					

OCTOBER 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 EXAMPLE	26
27	28	29	30	31		

NOVEMBER 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

DECEMBER 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				

JANUARY 2020						
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	

FEBRUARY 2020						
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

MARCH 2020						
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 2020						
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 2020						
S	M	T	W	T	F	S
					1	2
3	4 EXAMPLE	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 2020						
S	M	T	W	T	F	S
	1	2	3	4	5 EXAMPLE	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				

- 3\* 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
- EXAMPLE DISTRICT (NVTA) PRO D DAY (3) <sup>2</sup>  
"placeholder" date only - see below
- STAFF COLLABORATION (5)  
shortened day for students
- ADMINISTRATIVE DAY
- 25★ LAST DAY FOR STUDENTS IS JUNE 25

<sup>1</sup> Yellow highlighted dates are **EXAMPLE** dates only. Each school will select their own 2 school-based Pro D dates and will confirm and publish by May 31, 2019. **Please check with your school.**

<sup>2</sup> Orange highlighted dates are **EXAMPLE** dates only. Actual dates to be selected by the NVTA and confirmed by May 2019. District calendars will be updated at that time.

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

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

**Narration:**

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* (December 2018).

**Attachment:**

Land Management UPDATE – December 2018

## **Land Management Update**

### **Argyle Secondary School: Replacement Update**

Construction continues on the new replacement school.

### **Handsworth Secondary School: Replacement Update**

The Schematic Design Phase continues on the new replacement school.

### **Mountainside Secondary School: Seismic Upgrade**

Mountainside Secondary received approval for a full seismic upgrade on November 16, 2018. Construction on the school is scheduled to begin in early 2020 and to be completed in fall 2021.

### **Lucas: Status**

There has been no change in the status of the Lucas site.

### **Cloverley: Status**

Cloverley Elementary replacement is now the School Districts number one priority in our five-year capital plan, which was submitted to the Ministry. Feedback on the five-year capital plan is not anticipated until March of 2019.

### **Ridgeway Modular: Status**

There has been no change in the status of the Ridgeway Modular.

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

**Meeting Date:** December 11, 2018       **Board**       **Board, in camera**

**Topic (as per the Memorandum):**      **Tuesday, November 20, 2018 Standing Committee Meeting**

**Narration:**

The Board will find attached a copy of the meeting summary from the November 20, 2018 Standing Committee Meeting.

Trustee George Tsiakos will report on highlights of the meeting.

**Attachment:**

Meeting Summary – Board of Education Standing Committee, November 20, 2018



## BOARD OF EDUCATION STANDING COMMITTEE

### NORTH VANCOUVER SCHOOL DISTRICT

#### Meeting Summary of November 20, 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, November 20, 2018.

#### **Meeting Attendance:**

Trustees Bruce, Gerlach, Higgins, Sacre, Tasi Baker and Tsiakos were all in attendance.

#### **Call to Order:**

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

#### **Enhancing Student Learning:**

As a School District, we have a [vision](#) and [values](#) which are supported by our [10-year-strategic plan](#) that comprises [six strategic goals](#). These strategic goals guide the work of the School District. But how do we strategically plan for the educational components of our work? And how do we connect this higher level planning down to the school and classroom levels?

Prior to 2016, educational planning was more of a checkbox project where certain things had to be reported to the Ministry of Education. There was recognition that schools and school districts should be planning their educational priorities based on the needs of their specific school communities, and that these plans need to be dynamic and adaptable. Thus, from 2016 onward, the Enhancing Student Learning framework has been in place. This planning approach was created over two years in partnership with all educational partners at the Ministry of Education level. It is a flexible framework that encourages staff, students and parents at individual schools to engage in going dialogue about what they want to focus on as a school.

This flexible and open approach to educational planning was embraced, but it also lacked direction in terms of how to move forward.

#### **Educational planning in the North Vancouver School District**

As a School District, we decided to start from the foundation. We asked, "What makes a great school?" Staff, students and parents engaged in the process of determining what the North Vancouver School District considers to be a great school. It was decided that a great school is a vibrant learning community comprised of six attributes:

- A focus on student engagement and learning
- A culture of teamwork and collaboration
- Respect for adult and student diversity
- A strong sense of community and collective responsibility
- Strong systemic structures (e.g., collaboration time, staff meetings, PACs)
- Ongoing and relevant communication of student learning

Based on these attributes, we created a framework for school district and school educational planning. To support our planning, the North Vancouver School District is committed to the Pillars of Educational Practice: Curriculum, Instruction, Assessment and Social Emotional Learning. We view these four pillars through a Universal Design for Learning lens. Universal Design is a framework for designing classrooms and curricula that enables all individuals to gain knowledge, skills, and enthusiasm for learning.

- Universal practices/supports serve most students. This is when adaptations are made in the classroom, such as slightly altering instruction to meet student needs.
- Targeted practices/supports are focused on individual or group strategies. They build on universal supports but are more targeted. For example, providing additional reading supports to a group of students.
- Intensive practices/supports build from and add to universal and targeted supports. Intensive actions serve a much smaller portion of the student population (1-5% of students). Typically, these supports are highly individualized and specialized, such as specific support from an educational assistant.

Schools and the School District have been using these guiding principles to engage in educational planning.

**How do we show our educational planning?**

Educational planning is a collaborative process between staff, students and parents. Communicating this work also needs to be open and dynamic. To share the work, the Educational Planning website was created. Please visit this website to find out more about North Vancouver School District's educational planning framework, and to see the School District and schools' educational plans:

<https://vibrantlearning.sd44.ca/>

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

**Next Meeting:**

January 15, 2019

Mountain View Room

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

**Meeting Date:** December 11, 2018                       **Board**                       **Board, in camera**

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

**Narration:**

*In accordance with District Policy 207: Field Trips requirements for advance notification to the Board, Trustees were advised by email, on November 28, 2018, of the following field trip to Seattle.*

**Seycove** – a field trip to Seattle WA USA occurred December 4-7, 2018. The trip involved 18 members of the Grade 10 Performance Learning Program (PLP), accompanied by two teacher supervisors.

Travel was by bus and students were accommodated in a hotel. The trip cost is approximately \$875 per student, which was paid by the students.

The purpose of this extracurricular trip was to supplement classroom studies of the “Crazy Ones”, those people with ideas and actions that challenged mainstream thought and, as a result, changed the world. Students were scheduled to visit the Microsoft Campus, Amazon Headquarters and public visitor centre “Understory”, the Gates Foundation Discovery Centre and the Future of Flight and Boeing Factory Tour, as well as other additional museum and cultural sites.

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**Carson Graham** – a field trip to Italy is scheduled for March 15-27, 2019. The trip involves 25-30 Gr 11-12 members of the Senior Boys’ Rugby Team, accompanied by one teacher supervisor, one other employee of the Board, and two additional adult supervisors.

Students will travel by air to Italy and by bus, train and boat during their stay. Accommodations will be in hotels. The per-student cost of approximately \$3,600 will be paid by the students.

The purpose of this extracurricular trip is to provide students with both rugby-specific and general cultural experiences. The rugby experience will include games against local teams and training sessions at rugby club facilities, including a guest coaching session with two Italian international players. Additionally, students will attend a Six Nations match between Italy and France. All the rugby activities are intended to help prepare the team for participation in the AAAA Provincial Premier High School League this year. During their stay, students will also explore Italian culture and history through visits to local historical sites and tours in Vatican City, Rome, Florence and the Cinque Terre.

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**Seycove** – a field trip to Spain has been scheduled for March 15-23, 2019. The trip involves 80 Grade 10-12 choir and band students, accompanied by six teacher supervisors.

Students will travel by air to Spain and by bus while there. Accommodation for students will be a combination of hotels and hostels. The trip cost is approximately \$4,000 per student, which will be paid by the students.

The purpose of this extracurricular trip is to provide students with the opportunity to participate in musical performance opportunities in a foreign country. Students will visit a number of Spanish cities, sharing Canadian music with local residents and performing in different venues and for audiences of different sizes. Students will also visit local cultural sites during their stay.

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**Handsworth** – a field trip to France and Spain has been scheduled for March 16-27, 2019. The trip involves 40 students in Grade 10-12 Core French, French Immersion, Spanish, Art, Social Studies and History classes, who will be accompanied by three teacher supervisors.

Travel will be by air, with travel within the two countries occurring by bus and train. Students will be accommodated in a combination of homestay and hotel accommodation. The cost per student is \$4,700, which will be paid by students.

The purpose of this extracurricular trip is to expand the students' understanding of French and Spanish language and culture, while connecting to studies in History and Art through visits to site of historical, architectural and cultural significance. This trip will cover visits to Paris, the Loire Valley and Barcelona.

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**Windsor** – a field trip to Havana, Cuba has been scheduled for March 16-23, 2019 for approximately 80 senior music students from Windsor's senior chamber choir, jazz band and concert band programs. Students will be accompanied by three teacher supervisors and one additional adult supervisor.

Students will travel to Cuba by air; travel within the country will be by motor coach. Accommodation will be in a hotel. The estimated cost per student is \$2,875, which will be paid by the students.

The purpose of this extracurricular trip is to supplement studies in the music program by giving students the opportunity to explore and experience the rich musical culture of a foreign country. Students will study Cuban musical genres in preparation for the visit and will enhance their classroom learning through performance opportunities during their stay.

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

**Meeting Date:** December 11, 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:** December 11, 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:** December 11, 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:** December 11, 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, January 15, 2019 at 7:00 pm	Education and Programs Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, January 22, 2019 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Wednesday, January 23, 2019 at 7:00 pm	Education and Programs Standing Committee Meeting	Sutherland Secondary School 1860 Sutherland Ave, North Vancouver
Tuesday, February 5, 2019 at 7:00 pm	Finance and Facilities Standing Committee 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:** December 11, 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.