

## 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, June 23, 2020, at  
6:30 p.m.

			Estimated Completion Time
<b>A.</b>	<b>Call to Order</b>		
A.1.	Chair Sacré's opening remarks	(no schedule)	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	(no schedule)	6:30 pm
A.3.	Public Comment Period *		7:00 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of May 26, 2020, be approved as circulated)	(no schedule)	7:05 pm
<b>B.</b>	<b>Action Items</b>		
B.1.	Five-Year Capital Plan 2021/2022		7:25 pm
B.2.	Corporate Banking Services A) Bank of Montreal – Banking Bylaw 1-2020 B) Toronto Dominion – Resolution re: Bankers & Signing Officers C) Blue Shore Credit Union		7:30 pm
B.3.	Standing Committee Update		7:40 pm
B.4.	School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2020/21		8:40 pm
<b>C.</b>	<b>Information and Proposals</b>		
C.1.	Land Management Update		8:45 pm
C.2.	Superintendent's Report		8:55 pm

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



**Meeting Place:**

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

**Format and Date:**

PUBLIC BOARD MEETING  
Tuesday, June 23, 2020, at  
6:30 p.m.

		Estimated Completion Time
	(continued)	
C.3.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)	9:00 pm
C.4.	Trustees' Reports	9:10 pm
D.	<b>Future Meetings</b>	9:10 pm
E.	<b>Public Question &amp; Comment Period</b>	9:30 pm
F.	<b>Adjournment</b>	9:30 pm
	(no schedule)	

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



## School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, May 26, 2020.

**PRESENT:** C. Sacré, Chair  
G. Tsiakos, Vice Chair (teleconference)  
D. Bruce (teleconference)  
C. Gerlach (teleconference)  
M. Higgins (teleconference)  
K. Mann (teleconference)  
M. Tasi Baker (teleconference)

---

### A. Call to Order

Chair Sacré called the meeting to order at 6:30 p.m. and acknowledged the traditional territorial lands of the Squamish Nation and Tsleil-Waututh Nation. Chair Sacré thanked the staff, parents and students for their continued efforts and support during the challenges of COVID-19.

#### Motion to Approve Trustees Participation by Teleconference

Moved by C. Sacré

WHEREAS Section 67 of the School Act permits Trustees to participate in or attend a meeting of the Board by telephone or other means of communication if all Trustees and other persons participating in or attending the meeting are able to communicate with each other;

the Board hereby approves the participation by the Trustees in the May 26, 2020, Public Meeting by telephone.

Seconded by G. Tsiakos

Carried

### A.2. Approval of Agenda

Moved by K. Mann

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

Seconded by D. Bruce

Carried

### A.3. Public Comment Period

There was no one wishing to speak.

### A.4. Approval of Minutes

Moved by M. Higgins

that the minutes of the public meeting of April 28, 2020, be approved as circulated.

Seconded by M. Tasi Baker

Carried

### B.1. New Board Agenda

Superintendent Mark Pearmain introduced this agenda item and shared that at earlier Public Board Meetings, the Board of Education discussed options to include a stakeholder comment session on the Board Meeting Agenda. Superintendent Pearmain presented two draft agendas that were created to maximize stakeholder engagement.

**B.1. New Board Agenda (continued)**

Moved by M. Higgins

that the Board of Education modify its Public Board Meeting Agenda to continue meetings at 6:30 p.m. and provide a 25 minute stakeholder comment session with 5 minutes for clarifying questions.

Seconded by G. Tsiakos

Carried

**B.2. Sutherland Secondary School Track Funding Partnership Opportunities**

Superintendent Mark Pearmain updated the Board of Education on the ongoing process to gain local corporate support to assist in the rubberizing of the Sutherland Secondary School track. An update was also provided on a recent Federal grant application that was recently submitted through BC Athletics in partnership with the North Vancouver School District.

Moved by M. Tasi Baker

that the Board of Education direct the Superintendent to continue to explore government infrastructure grant initiatives and to ensure that the Sutherland rubberization project could be as 'shovel ready' as possible should opportunities arise.

Seconded by D. Bruce

Carried

**B.3. NVSD Return-to-School Instruction Plan**

On March 17, 2020, the Government of BC and the Ministry of Education, under the guidance of the Provincial Health Officer Dr. Bonnie Henry, suspended in-class instruction in all BC K-12 schools as one of many provincial preventative measures implemented to manage the COVID-19 pandemic in British Columbia.

Since then, learning opportunities have been provided to North Vancouver School District students predominantly via remote and online learning. On May 15<sup>th</sup>, the Premier and Minister of Education confirmed a June 1<sup>st</sup> start date for return to in-person instruction. The option for students to return to classrooms on a reduced, part-time schedule is voluntary; parents may choose to decline the option if they wish.

Assistant Superintendents Chris Atkinson and Pius Ryan presented and reviewed the [NVSD Restart Plan](#) developed for the return of students to classroom learning. In addition to the plan, Assistant Superintendent Atkinson spoke to the *NVSD Safe Work Instructions for Site Operations during Pandemic COVID-19* and the *NVSD K-12 Return to School FAQ* that were included in the Board Package.

Moved by G. Tsiakos

that the Board of Education endorse the North Vancouver School District Return-to-School Instruction Plan, as attached to this Administrative Memorandum of May 26, 2020, and as submitted to the Ministry of Education, as required, on May 25, 2020.

Seconded by K. Mann

Carried

A five minute break was observed.

**C.1. Elementary School Fees 2020/21**

Assistant Superintendent Chris Atkinson introduced this item and noted that, in accordance with [Policy 706: School Fees](#), the elementary fees included in the Board Agenda Package for Trustees' information have been reviewed by school administrators consulting with appropriate staff, students and Parent Advisory Council. Assistant Superintendent Atkinson noted that the range of fees is based on cost recovery.

## **C.2. 2020/21 Preliminary Budget Status**

In introducing this agenda item, Superintendent Mark Pearmain shared that COVID-19 has had a dramatic impact on the development of the 2020/21 Preliminary Operating Budget. Due to this, the Budget will be presented at the June 23, 2020, Public Board Meeting to provide staff additional time to complete the work and adjust to the changing dynamics.

Superintendent Pearmain provided a list of significant revenue losses, directly attributed to COVID-19, which are concerning for the 2020/21 fiscal year. These include:

- International Student Enrolment – the closure of the Canadian border has limited international student access to Canada. The impact of the restricted study access for International Students equates to a revenue loss of approximately \$6,000,000.
- Classroom and Gym Rental – Rentals for classrooms and gyms will be impacted based upon the ability of User Groups to implement social distancing and other safety protocols into their specific activities. This could equate to a lost revenue of up to \$400,000.
- Interest Income – The Bank of Canada has implemented an interest rate strategy to support the economy in response to the COVID-19 pandemic. If the Bank of Canada maintains the interest rates at the current level, the lost interest income could be up to \$600,000.
- Cheakamus Centre – The Provincial Health Order to restrict gathers to less than 50 people has removed the opportunity for revenue generation through event catering. The lost revenue could have a financial impact of up to \$1,000,000.

COVID-19 has created many complex variables and unknowns related to striking the Preliminary Budget. The education of students is vitally important and, with that in mind, staff are working to develop a budget that is thoughtful and as responsive as possible.

## **F. Adjournment**

At 9:03 p.m. the network server at the Education Services Centre failed, dropping the Trustees from the conference call. At this point, due to the technical difficulties, Trustees were unable to communicate with each other and quorum was lost. As all business items were completed, Chair Sacré noted that the rest of the information items would be written in the completed minutes which would be approved at the June 23, 2020, Public Board Meeting. Chair Sacré adjourned the meeting at 9:21 p.m. and thanked those who attended.

The information items are below in written form.

## **C.3. Land Management Update**

There was no change in the status of Argyle Secondary School Replacement, Handsworth Secondary School Replacement, Mountainside Secondary School Seismic Upgrade, Lucas Centre or Cloverley Elementary School since the April 23, 2020, Public Board Meeting.

## **C.4. Superintendent's Report**

Graduation Filming: We are excited to be hosting 1300 graduates from our 7 schools to film for their virtual graduation. We have enjoyed having the students come through and sharing the experience of parents who are waiting outside to meet their loved one. A lot of cheering and celebrating is occurring!

September 2020: We are beginning to turn our attention to planning for September 2020 and what school may look like. We are working on plans that will allow us to open fully (stage 1), partially (stage 2) or to maintain our current status (stage 3). We are expecting that the 2020/21 school year will be a regular (non voluntary) expectation for all students to attend but in a hybrid model. Planning will continue over the summer months and will be responsive to the Ministry direction

**C.4. Superintendent’s Report (continued)**

expected in August. Regardless of what stage we open in, the NVSD expects that we will have some sort of hybrid model in place at some point in time during the 2020/21 school year.

Food Access Program: We continue to support our community by providing gift cards to families / student who require support. For the month of May the NVSD gave out 631 gifts cards valued \$31 550.00. Again – we are grateful for the support of our community partner Save-On-Foods.

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

Trustee Tasi Baker had nothing to report for BCSTA. Trustee Gerlach had nothing to report for BCPSEA.

**C.6. Trustees’ Reports**

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

1. Meetings attended by Trustees included:
  - Public Board Meeting
  - Trustee Seminar Meetings
  - Presidents Council Virtual Meeting
  - BCSTA Weekly Board Chair Virtual Meetings
  - NSRJS School Committee Virtual Meeting
  - North Shore Table Matters Virtual Meeting
  - CNV4ME Action Team Buckets of Home Meeting
  - Physical Literacy for North Vancouver Communities Virtual Meeting
2. Events attended by Trustees included:
  - NVPAC Presentation: Sharon Selby’s talk on Anxiety
  - Virtual Town Hall Meeting on Education
  - North Vancouver Chamber of Commerce AGM

**D. Future Meetings**

Date and Time	Event	Location
Tuesday, June 23, 2020, at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

**E. Public Question & Comment Period**

There was no one wishing to speak at the time of the network failure.

Certified Correct:

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

**Meeting Date:** June 23, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Five-Year Capital Plan 2021/2022 (for Approval)**

**Narration:**

Each year, Boards of Education are required to submit a Five-Year Capital Plan providing details on Major Capital Priorities needed for their school districts. In mid April 2020, the Ministry of Education issued Capital Plan Instructions, identifying the major and minor capital funding programs, and requirements for the preparation and submission of the 2021/2022 Five-Year Capital Plan. The Ministry of Education requires the school district to adopt and submit their Five-Year Capital Plans with supporting documentation on, or before, July 31, 2020.

School districts are required to have a current Long Range Facilities Plan (LRFP) in place to support major capital priorities identified in their Five-Year Capital Plan submission. The LRFP is to incorporate consideration of demographic changes, enrolment patterns, residential developments planned in the community, facility condition, and capacity utilization.

Consultants were engaged to assist with updating the School District's LRFP for 2020. Due to the COVID-19 pandemic, the LRFP is still being developed and the School District has not been able to bring it before the Capital Planning Committee; however, a current working draft LRFP includes updated enrolment projections which are required to support the Five-Year Capital Plan submission. The draft LRFP's key findings and recommendations were used to identify major capital funding priorities for the Draft 2021/22 Five-Year Capital Plan submission.

The Major Capital Funding Programs that are applicable to the North Vancouver School District include the following:

- Seismic Mitigation Program
- New School Program
- School Addition Program
- School Replacement Program

The Minor Capital Funding Programs include the following:

- Building Envelope Program
- School Enhancement Program
- Carbon Neutral Capital Program
- School Bus Replacement Program
- Playground Equipment Program

The Major Capital Funding Programs require projects to be prioritized over a five-year budget horizon. The Minor Capital programs only require funds to be identified for a single budget year. The Ministry has



expressed that submissions will be used to inform the selection of priority capital projects for the Ministry's 2021/22 fiscal year, and longer-term capital planning.

Considering the Draft LRFP, as well as the Ministry's emphasis on facilities condition and seismic ratings, the Draft 2021/22 Five-Year Capital Plan identifies the following priorities in the tables below for each Category:

### **Major Capital funding categories**

#### **Seismic Mitigation Program**

All schools which were previously assessed by the Ministry as a high seismic risk have been supported in previous capital budget submissions and have Capital Funding Project Agreements in place, with projects underway. As such there are no current priorities to submit in this category.

#### **New School Program**

A new school on the former Cloverley site is listed as a top priority for the school district. A project indicating a need for a new City of North Vancouver (CNV) elementary school has been added as well at the end of the five-year planning horizon.

Priority	Facility Name	Project Description	Years	Project Cost
1	Cloverley Site	New 60K / 475E Capacity School	1 – 3	\$40,273,135
2	New CNV School	New 40K / 425E Capacity School	5	\$35,000,000

#### **Site Acquisition Program**

A funding priority has been included to support a new future CNV elementary school. This funding priority is an order of magnitude estimate.

Priority	Facility Name	Project Description	Years	Project Cost
1	New CNV School	New CNV school site (Estimated)	3	\$30,000,000

#### **School Addition Projects**

Priorities based on Long Range Facilities Plan and enrolment projections.

Priority	Facility Name	Project Description	Years	Project Cost
1	Carson Graham	Expand capacity by 300	1 – 3	\$25,211,819
2	Queensbury	Expand capacity from 40K/225E to 60K/400E	2 – 4	\$34,858,473
3	Lynn Valley	Expand capacity by 100	2 – 4	\$7,544,698
4	Westview	Expand capacity by 100	4 – 5	\$7,544,698
5	Highlands	Expand capacity by 75 and remove 3 portables	5	\$6,335,758

## Minor Capital funding Categories

### School Replacement Projects (REP)

Priorities based on a combination of facility condition with consideration to future enrolment pressures.

Priority	Facility Name	Project Description	Years	Project Cost
1	Larson	Replace with a new larger 60K/475E school.	2 – 4	\$40,273,135
2	Ross Road	Replace with a new larger 60K/475E school.	2 – 4	\$40,273,135
3	Brooksbank	Replace with a new larger 60K/425E school.	3 – 5	\$35,869,203
4	Seymour Heights / Blueridge	Replace & consolidate existing schools with one new larger 60K/475E school.	5	\$40,273,135
5	Lynn timer	Replace with a new larger 60K/450E school.	5	\$40,273,135

### Building Envelope Program

This funding program is subject to schools identified through a risk assessment report facilitated by BC Housing. Currently no further schools are applicable.

### School Enhancement Program

Project call is for the 2021/2022 year and is limited to five priorities. SEP projects are investments that will contribute to the safety and function of the school and will extend the life of the existing asset. Projects and priorities were identified with the use of the Ministry's Capital Asset Management System, consulting reports, and Facilities staff input. Projects must be of a financial magnitude between \$100,000 and \$2,000,000, and school districts are required to list one project that is approximately \$500,000 in value.

Priority	Facility Name	Project Description	Project Cost
1	Mountainside	Building Envelope / Exterior wall system Upgrade (Phase 2: carried from last year).	\$ 350,000
2	Mountainside & Seycove	Wood Dust Extraction System Upgrade.	\$ 1,100,000
3	Windsor	Phase 1 – Building Envelope renewal	\$ 1,000,000
4	Windsor & Seycove	Interior LED Lighting Upgrade	\$ 500,000
5	Windsor	Large Gym Flooring Renewal.	\$ 300,000

### Carbon Neutral Capital Program

Project call is for the 2021/2022 year only and is limited to five priorities. Projects must contribute to measurable emissions reductions, operational cost savings, align with VFA equipment renewal period and LRFPP.

Priority	Facility Name	Project Description	Project Cost
1	Mountainside	Boiler System Renewal.	\$ 500,000
2	Cleveland	Boiler System Renewal.	\$ 350,000
3	Sherwood Park	Boiler System Renewal.	\$ 350,000
4	Blueridge	Boiler System Renewal.	\$ 350,000
5	Seymour Heights	Boiler System Renewal.	\$ 350,000

### School Bus Replacement Program

Funding Eligibility is based on school bus age, mileage, safety and mechanical issues. No buses in the School District meet these requirements.

## Playground Equipment Program

The Ministry's funding eligibility is based on new or replacement playground equipment. Prioritization is given to schools that do not currently have playground equipment, and where students do not have easy access to nearby playground equipment. School Districts may submit three prioritized requests for consideration. Funding options are available for universally accessible playground equipment \$125,000.

The requests below are prioritized based on requests from schools and Facilities staff assessment of existing equipment age and condition.

Priority	Facility Name	Project Rational	Request
1	Lynnmour	Lynnmour will have a student in a wheelchair next year. There is no universally accessible equipment at the school and there are no universally accessible playgrounds in the vicinity of the school. The school also hosts a Strong Start program and a day care program supporting diverse children who utilizes elements of the school grounds for play. The immediate community continues to see rapid residential growth. Recent Highway 1 roadwork projects have affected the local area and reduced availability for public playground installations.	Universally Accessible Playground Equipment
2	Queen Mary	The immediate community continues to see rapid residential growth and an additional portable classroom will be added to the site in 20/21. There is a lack of play equipment to support the growing needs of the school and the existing playground is not universally accessible. The school acts as a hub for the densely populated area of the city and there are no universally accessible playgrounds in the vicinity of the school. The school also houses a day care program supporting diverse children who utilizes elements of the school grounds for play.	Universally Accessible Playground Equipment
3	Eastview	Existing playgrounds are not universally accessible. The south side of property has significant drainage and soil erosion issues and the area would benefit from universally accessible playground improvement with an improved, poured-in-place surface.	Universally Accessible Playground Equipment

Five-Year Capital Plan Timelines

Capital Planning timelines for the coming year are provided in the table below.

Capital Planning Timelines	
June 23, 2020	Presentation at Public Board Meeting of DRAFT 2021/2022 Five-Year Capital Plan priorities and timelines for Board consideration and adoption.
July 31, 2020	Due date for Boards of Education to submit 2021/2022 Five-Year Capital Plan to Ministry complete with Board Resolution adopting the plan.
August 2020 – December 2020	Ministry reviews all capital plan submissions, and applies eligibility criteria to requested capital projects and provincially ranks eligible capital projects.
January 2020 – March 2021	<ul style="list-style-type: none"> <li>• Ministry develops and approves recommended project list for inclusion in the Ministry Capital Plan</li> <li>• Government approval granted for Ministry Capital Plan</li> <li>• Ministry issues Capital Plan Response Letters (as well as annual programs funding agreement) to school districts</li> <li>• School districts submit Board-adopted Capital Plan Bylaws to the Ministry</li> </ul>

Jim Mackenzie from the Facilities and Planning Department will introduce and provide an overview the Capital Plan for the consideration of the Board of Education.

**RECOMMENDED MOTION:**

that the Board approve the Draft 2021/2022 Five-Year Capital Plan as presented in Schedule B.1. of June 23, 2020.



In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 44 (North Vancouver) hereby approves the proposed Five-Year Capital Plan for 2021/22, as provided on the Five-Year Capital Plan Summary for 2021/22 submitted to the Ministry of Education.

I hereby certify this to be a true copy of the resolution for the approval of the proposed Five-Year Capital Plan for 2021/22 adopted by the Board of Education, on this the 23<sup>rd</sup> day of June 2020.

---

Secretary Treasurer Signature

---

Secretary Treasurer Name



**Schedule B.2(A).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** June 23, 2020  **Board**  **Board, in camera**

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

**Narration:**

**(A) Bank of Montreal – Banking Bylaw 1-2020**

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 Secretary Treasurer.

**Attachment:**

Bank of Montreal – Certificate and Authorization

**RECOMMENDED MOTION:**

that Banking Bylaw Number 1-2020 be read a first time;

that Banking Bylaw Number 1-2020 be read a second time;

that Banking Bylaw Number 1-2020 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 \*\* JACQUI STEWART, SECRETARY TREASURER & CFO; MARK PEARMAIN,

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

BY CHRISTINE SACRE, BOARD 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: JACQUI STEWART  
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.2(B).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** June 23, 2020  **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 Secretary Treasurer.

**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 **JACQUI STEWART, 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  
JACQUI STEWART  
PIUS RYAN  
KRISTEN WATSON  
CHRISTINE SACRÉ  
GEORGE TSIAKOS**

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

- (3) That **JACQUI STEWART, 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 **JACQUI STEWART, 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 **23<sup>rd</sup>** day of **June, 2020**.

---

Mark Pearmain  
Superintendent

---

Kristen Watson  
Director of Financial Services

**Schedule B.2.(C).**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** June 23, 2020  **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 Secretary Treasurer.

**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 **JACQUI STEWART, 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  
JACQUI STEWART  
PIUS RYAN  
KRISTEN WATSON  
CHRISTINE SACRÉ  
GEORGE TSIAKOS**

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

- (3) That **JACQUI STEWART, 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 **JACQUI STEWART, 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 **23<sup>rd</sup>** day of **June, 2020**.

---

Mark Pearmain  
Superintendent

---

Kristen Watson  
Director of Financial Services

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

**Meeting Date:** June 23, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **Proposed Revised Policy 102: Board of Education – Committees and Representation**

**Narration:**

At the May 26, 2020, Public Board Meeting, the Board of Education approved changes to the Public Board Meeting Agenda:

“to continue meetings at 6:30 p.m. and provide a 25 minute stakeholder comment session with 5 minutes for clarifying questions.”

Changes to the Public Board Meeting Agenda have necessitated changes to Policy 102: Board of Education – Committees and Representation.

**Attachments:**

DRAFT Policy 102: Board of Education – Committees and Representation

DRAFT Policy 102: Board of Education – Committees and Representation (Administrative Procedures)

**RECOMMENDED MOTION:**

that the Board of Education approve Proposed Revised Policy 102: Board of Education – Committees and Representation, as attached to this Administrative Memorandum of June 23, 2020.

## 102 Board of Education – Committees and Representation

Revised: September 25, 2001

Revised: September 9, 2003

Revised: October 24, 2007 (References to *Board of Trustees* changed to *Board of Education*)

Revised: June 23, 2010

Proposed Revised: June 23, 2020

### Policy

The Board of Education believes that its policy making role and the quality of its decisions are enhanced when the considerable expertise, resources, and talents within the School District and the community are used to assist the Board of Education in addressing the various challenges and opportunities that arise. As the elected and responsible body, the Board of Education reserves for itself the right and duty to provide final approval to any change of policy or other act normally expected of Boards of Education.

To facilitate comprehensive discussion of school district matters, the Board of Education will use ad hoc committees and ~~three (3)~~ standing committees to share and receive information. ~~Recommendations resulting from the business of the standing committee meeting will be forwarded by the Standing Committee Chair to the Board for consideration.~~ The Board of Education's standing committees are generally labelled in the following categories: *Education and Programs*, *Finance and Facilities/Capital Planning*, and *Towards the Future for Schools*. The Board of Education shall adopt administrative procedures for the conduct of its standing committee meetings.

The Board of Education shall review annually all Trustee representational assignments. Subject to approval of the Board of Education, the Chair of the Board 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. These assignments may be discussed informally at a Trustee Seminar or working session. Following the Board of Education's meeting in December of each year, the Chair of the Board will assign each Trustee to represent the Board on internal and external committees, organizations, or agencies.



# POLICY 102: BOARD OF EDUCATION – COMMITTEES AND REPRESENTATION

## ADMINISTRATIVE PROCEDURES

Proposed

Revised

### General Operating Guidelines for Standing Committees:

The purpose of the Board of Education's Standing Committees is to provide increased opportunities to share and receive information and input, to review and consider matters, and to make recommendations to the Board of Education. Each Standing Committee shall have a Trustee Chair ~~appointed by the Board~~ and hold public meetings in accordance to a schedule established annually by the Board of Education. All Trustees are members of each of the Standing Committees. ~~Topics and/or themes for Standing Committees may come from the Board of Education, Senior Staff and any emergent issue that arises. At the discretion/direction of the Board of Education, Community groups and Student groups may be invited to present at a Standing Committee. Each public Standing Committee meeting will reference the category that is being held (Education and Programs, Finance and Facilities/Capital Planning, and Towards the Future for Schools).~~

A representative of each of the Board of Education's ~~five~~ partner groups ~~and two student representatives of the Student Leadership Council (SLC)~~ shall be ~~invited~~ encouraged by the Committee Chair to participate in the discussions of the Standing Committee. The partner groups include the North Vancouver Parent Advisory Council (NVPAC), the North Vancouver Teachers' Association (NVTAs), the Canadian Union of Public Employees – Local 389 (CUPE), Secondary ~~School Administrators~~ and Elementary School Administrators, and ~~District Student Leadership Council (DSLCL)~~. ~~The Committee Chair may invite other~~ All employees and members of the community are welcome to participate in the meetings which ~~in specific discussions. Meetings will be open to any interested persons and~~ will be conducted in an inclusive and informal manner. The Board of Education values the opportunity for wide ranging discussion and dialogue with community members. Active encouragement and promotion of Standing Committees will occur through promotion through the District website, Social Media channels and Superintendent Updates.

The representatives on Standing Committees are expected to reflect the interests, concerns, and perspectives of the organization on whose behalf they represent. The representatives will act as liaisons for their organization and will provide the means through which their membership will be informed about the activities of the Standing Committees.

A Standing Committee shall be supported by senior administrators to be named by the Superintendent, and, from time to time, other administrative officers and managers as may be required by the committee. The preparation of the agenda for a meeting of the Standing Committee shall be ~~the responsibility of the created by Senior Staff and the Committee Chair in consultation with the assigned senior administrator.~~ The meeting agenda and supporting materials shall be made available ~~either on-line or by pick-up at the Board office~~ on the preceding ~~Friday~~ Thursday, whenever possible.

A record containing a summary of the matters discussed, input received, and any recommendations to the Board of Education shall be provided by the Standing Committee Chair to the Board of Education at the first Board meeting following a Standing Committee Meeting.

~~A Standing Committee may resolve to consider, in the absence of persons other than Trustees and senior staff, matters of a confidential nature. In such circumstances, no actions shall be taken and no minutes shall be kept.~~

## General Themes of the Standing Committee:

### ~~Standing Committee on~~ **Education and Programs:**

The Education and Programs ~~Standing Committee~~ addresses matters pertaining to the quality and types of education provided by the school district including curriculum, programs, educational technology, special education, athletics and the teaching methods employed. It also deals with all matters affecting services provided to students, including counselling, student achievement, safe and caring schools, and health services.

### ~~Standing Committee on~~ **Finance and Facilities/Capital Planning:**

The Finance and Facilities/**Capital Planning** ~~Standing Committee~~ addresses matters pertaining to budget preparation, financial and investment policy, and the allocation of operating and capital funds. It also deals with long-range facility planning, matters of facility design, construction and alteration, maintenance of buildings and grounds, facility leases, dispositions and acquisitions of facilities and land, and the community use of facilities.

### ~~Standing Committee on~~ **Towards the Future for Schools:**

The Towards the Future for Schools ~~Standing Committee~~ addresses matters pertaining to the development and annual refinement of the long-term strategic (10-year) and short-term operating (3-year) plans. Plans are informed by demographics and student enrolment, land and facility issues, community values and trends, and Ministry initiatives. It also identifies, with the partner groups, opportunities for more efficient and flexible use of school district facilities and any other opportunities to sustain school operations in all areas of the school district through input into the development of the annual budget.

## **Ad Hoc Committees:**

The Board of Education may, from time to time, establish ad hoc committees comprising of less than a majority of the Board of Education, plus other persons, for purposes of investigating or considering particular issues, opportunities, or concerns, with the intent of reporting or presenting recommendations to the Board of Education.

In establishing an ad hoc committee, the Board of Education shall set out, by resolution, its membership, Chair, terms of reference, responsibilities, duration, schedule of reporting, and relationship to the Board. It is expected that each ad hoc committee shall determine its work plan, record-keeping procedures, methods of decision-making, and the frequency and scheduling of its meetings.

## **Liaison Trustees:**

The purpose of liaison assignments is to provide each Trustee with increased opportunities to become acquainted with the schools and act as a Board representative when one is desired at school functions. Liaison assignments provide an opportunity for increased communication between Trustees and residents of the schools' communities. Consistent with the policy making

and corporate role of the Board of Education, the liaison Trustee is not expected to carry out administrative or Board-delegated authority.

The assignment of a Trustee to a "family of schools" shall be for a school year, July 1 to June 30. Following the Board of Education's meeting in June of each year, the Chair of the Board will assign each Trustee to a liaison area consisting of a secondary school and its surrounding elementary schools (family of schools). Family of school assignments shall be rotated among Trustees each year.

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

**Meeting Date:** June 23, 2020  **Board**  **Board, in camera**

**Topic (as per the Memorandum):** **School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2020/21**

**Narration:**

**Introduction and Summary**

As required under the School Act, the Board must adopt its budget bylaw on or before June 30, 2020, for the 2020/21 fiscal year. The draft 2020/21 Annual Budget, which balances estimated expenditures to forecasted revenues, is presented to the Board for their consideration this evening in the form specified by the Minister of Education, and is in the amount of \$201,108,588.

**Budget Preparation Processes and Public Meetings**

At its November 19, 2019, Public Meeting, the Board of Education approved the budget process for the 2020/21 Preliminary budget. The five partner groups; North Vancouver Parent Advisory Council (NVPAC), North Vancouver Teachers' Association (NVTa), Canadian Union of Public Employees (CUPE Local 389), North Vancouver Administrators (NoVA), and District Student Leadership Council (DSLc) were invited to attend Finance and Facilities Standing Committee meetings. At these meetings, they were provided budget information and opportunities for partner group presentations, group discussion, and input.

On February 4, 2020, there was a staff presentation on Budget development components for 2020/21, including historical and current revenues and expenses, budget timelines, operating grant and the three-year forecast.

Between February 4 and March 13, 2020, members of the public were invited to provide budget feedback via email or Thought Exchange to inform the development of 2020/21 Budget priorities. Submissions received from members of the public, and the NVSD partner groups were considered by the Executive team. At the April 28, 2020, Public Board Meeting, the Executive's recommendations for the 2020/21 Budget priorities were presented to the Board for consideration. The recommendations were adopted by the Board as the budget directions.

The 2020/21 Annual Budget, in the form required by the Ministry of Education, incorporates the Board approved budget directions. The Board will consider adopting the 2020/21 Annual Budget Bylaw at this evening's meeting.

## Schedule ...B.4...(continued)

### Narration (continued):

Senior staff will be available to respond to Trustees' questions.

### Attachments:

Annual Budget Bylaw for 2020/21  
School District Annual Budget Fiscal Year 2020/21  
2020/21 Budget Assumptions and Risks  
2020/21 Executive Committee Recommendations

### RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/21 be read a first time;

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/21 be read a second time;

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/21 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.

## ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2020/2021 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$201,108,588 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

\_\_\_\_\_  
**Chairperson of the Board**

( Corporate Seal )

\_\_\_\_\_  
**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Annual Budget Bylaw 2020/2021, adopted by the Board the \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
**Secretary Treasurer**

Annual Budget

## **School District No. 44 (North Vancouver)**

June 30, 2021

# School District No. 44 (North Vancouver)

June 30, 2021

## Table of Contents

Bylaw .....	1
Annual Budget - Revenue and Expense - Statement 2 .....	2
Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4 .....	4
Annual Budget - Operating Revenue and Expense - Schedule 2 .....	5
Schedule 2A - Annual Budget - Schedule of Operating Revenue by Source .....	6
Schedule 2B - Annual Budget - Schedule of Operating Expense by Object .....	7
Schedule 2C - Annual Budget - Operating Expense by Function, Program and Object .....	8
Annual Budget - Special Purpose Revenue and Expense - Schedule 3 .....	10
Schedule 3A - Annual Budget - Changes in Special Purpose Funds .....	11
Annual Budget - Capital Revenue and Expense - Schedule 4 .....	13

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



# ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (NORTH VANCOUVER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2020/2021 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2020/2021.
3. The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$201,108,588 for the 2020/2021 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2020/2021.

READ A FIRST TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

READ A SECOND TIME THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

READ A THIRD TIME, PASSED AND ADOPTED THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020;

\_\_\_\_\_  
**Chairperson of the Board**

( Corporate Seal )

\_\_\_\_\_  
**Secretary Treasurer**

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Annual Budget Bylaw 2020/2021, adopted by the Board the \_\_\_\_\_ DAY OF \_\_\_\_\_, 2020.

\_\_\_\_\_  
**Secretary Treasurer**

# School District No. 44 (North Vancouver)

Statement 2

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
<b>Ministry Operating Grant Funded FTE's</b>		
School-Age	15,445.000	15,536.000
Adult	8.000	11.875
Other	130.625	130.063
<b>Total Ministry Operating Grant Funded FTE's</b>	<b>15,583.625</b>	<b>15,677.938</b>
<b>Revenues</b>		
	\$	\$
Provincial Grants		
Ministry of Education	164,623,817	163,963,719
Other	7,000	110,000
Federal Grants	5,000	5,000
Tuition	3,694,700	9,918,800
Other Revenue	7,908,840	11,525,418
Rentals and Leases	1,941,384	2,372,735
Investment Income	281,750	801,500
Amortization of Deferred Capital Revenue	6,360,684	6,223,213
<b>Total Revenue</b>	<b>184,823,175</b>	<b>194,920,385</b>
<b>Expenses</b>		
Instruction	156,081,622	162,080,576
District Administration	5,883,746	5,891,641
Operations and Maintenance	27,331,615	26,710,629
Transportation and Housing	521,978	555,595
<b>Total Expense</b>	<b>189,818,961</b>	<b>195,238,441</b>
<b>Net Revenue (Expense)</b>	<b>(4,995,786)</b>	<b>(318,056)</b>
<b>Budgeted Allocation (Retirement) of Surplus (Deficit)</b>	<b>2,509,738</b>	<b>2,765,446</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(2,486,048)</b>	<b>2,447,390</b>
<b>Budgeted Surplus (Deficit), for the year comprised of:</b>		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(2,486,048)	2,447,390
<b>Budgeted Surplus (Deficit), for the year</b>	<b>(2,486,048)</b>	<b>2,447,390</b>

# School District No. 44 (North Vancouver)

Annual Budget - Revenue and Expense

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
<b>Budget Bylaw Amount</b>		
Operating - Total Expense	155,859,840	157,502,064
Operating - Tangible Capital Assets Purchased	710,000	610,000
Special Purpose Funds - Total Expense	23,802,762	27,954,197
Special Purpose Funds - Tangible Capital Assets Purchased	579,627	896,357
Capital Fund - Total Expense	10,156,359	9,782,180
Capital Fund - Tangible Capital Assets Purchased from Local Capital	10,000,000	500,000
<b>Total Budget Bylaw Amount</b>	<b>201,108,588</b>	<b>197,244,798</b>

## Approved by the Board

---

Signature of the Chairperson of the Board of Education

Date Signed

---

Signature of the Superintendent

Date Signed

---

Signature of the Secretary Treasurer

Date Signed

# School District No. 44 (North Vancouver)

Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Surplus (Deficit) for the year</b>	<b>(4,995,786)</b>	<b>(318,056)</b>
<b>Effect of change in Tangible Capital Assets</b>		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,289,627)	(1,506,357)
From Local Capital	(10,000,000)	(500,000)
From Deferred Capital Revenue		(27,189,931)
<b>Total Acquisition of Tangible Capital Assets</b>	<b>(11,289,627)</b>	<b>(29,196,288)</b>
Amortization of Tangible Capital Assets	10,156,359	9,782,180
<b>Total Effect of change in Tangible Capital Assets</b>	<b>(1,133,268)</b>	<b>(19,414,108)</b>
	-	-
<b>(Increase) Decrease in Net Financial Assets (Debt)</b>	<b>(6,129,054)</b>	<b>(19,732,164)</b>

# School District No. 44 (North Vancouver)

Annual Budget - Operating Revenue and Expense  
Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	146,311,428	142,494,068
Other	7,000	10,000
Federal Grants	5,000	5,000
Tuition	3,694,700	9,918,800
Other Revenue	1,838,840	4,244,515
Rentals and Leases	1,941,384	2,372,735
Investment Income	261,750	801,500
<b>Total Revenue</b>	<b>154,060,102</b>	<b>159,846,618</b>
<b>Expenses</b>		
Instruction	132,460,506	134,536,344
District Administration	5,833,746	5,630,738
Operations and Maintenance	17,128,610	16,888,467
Transportation and Housing	436,978	446,515
<b>Total Expense</b>	<b>155,859,840</b>	<b>157,502,064</b>
<b>Net Revenue (Expense)</b>	<b>(1,799,738)</b>	<b>2,344,554</b>
<b>Budgeted Prior Year Surplus Appropriation</b>	<b>2,509,738</b>	<b>2,765,446</b>
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	(710,000)	(610,000)
Local Capital		(4,500,000)
<b>Total Net Transfers</b>	<b>(710,000)</b>	<b>(5,110,000)</b>
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	<b>-</b>

# School District No. 44 (North Vancouver)

Schedule 2A

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Provincial Grants - Ministry of Education</b>		
Operating Grant, Ministry of Education	139,177,952	137,361,827
Other Ministry of Education Grants		
Pay Equity	2,966,047	2,966,047
Funding for Graduated Adults		8,501
Transportation Supplement	40,566	40,566
Carbon Tax Grant		90,000
Employer Health Tax Grant		1,210,892
Support Staff Benefits Grant		133,495
Teacher Labour Settlement Grant	4,109,123	
Foundation Skills Assessment	17,740	17,740
Labour Settlement		663,000
Equity Scan		2,000
<b>Total Provincial Grants - Ministry of Education</b>	<b>146,311,428</b>	<b>142,494,068</b>
<b>Provincial Grants - Other</b>	<b>7,000</b>	<b>10,000</b>
<b>Federal Grants</b>	<b>5,000</b>	<b>5,000</b>
<b>Tuition</b>		
Summer School Fees	40,000	123,000
International and Out of Province Students	3,654,700	9,795,800
<b>Total Tuition</b>	<b>3,694,700</b>	<b>9,918,800</b>
<b>Other Revenues</b>		
Miscellaneous		
Cheakamus Centre	-	1,797,168
Band and Strings	480,000	622,000
Academy Fees	714,940	899,075
Donations and Recoveries	60,000	77,500
Artists for Kids	177,400	376,772
Cafeteria and Vending	53,000	81,000
Other	353,500	391,000
<b>Total Other Revenue</b>	<b>1,838,840</b>	<b>4,244,515</b>
<b>Rentals and Leases</b>	<b>1,941,384</b>	<b>2,372,735</b>
<b>Investment Income</b>	<b>261,750</b>	<b>801,500</b>
<b>Total Operating Revenue</b>	<b>154,060,102</b>	<b>159,846,618</b>

# School District No. 44 (North Vancouver)

Annual Budget - Schedule of Operating Expense by Object  
Year Ended June 30, 2021

	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$
<b>Salaries</b>		
Teachers	72,845,100	69,147,606
Principals and Vice Principals	10,471,845	10,481,987
Educational Assistants	11,637,942	13,470,816
Support Staff	12,157,521	12,184,956
Other Professionals	4,394,914	4,173,549
Substitutes	3,429,250	3,779,510
<b>Total Salaries</b>	<b>114,936,572</b>	<b>113,238,424</b>
<b>Employee Benefits</b>	<b>28,128,025</b>	<b>27,638,196</b>
<b>Total Salaries and Benefits</b>	<b>143,064,597</b>	<b>140,876,620</b>
<b>Services and Supplies</b>		
Services	5,472,189	8,669,204
Student Transportation	61,200	91,000
Professional Development and Travel	627,050	839,503
Rentals and Leases		35,000
Dues and Fees	61,500	61,500
Insurance	466,000	397,500
Supplies	3,299,052	3,844,537
Utilities	2,808,252	2,687,200
<b>Total Services and Supplies</b>	<b>12,795,243</b>	<b>16,625,444</b>
<b>Total Operating Expense</b>	<b>155,859,840</b>	<b>157,502,064</b>

# School District No. 44 (North Vancouver)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2021

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>							
1.02 Regular Instruction	56,764,057	3,772,275	1,688,562	1,833,028		2,893,950	66,951,872
1.03 Career Programs	72,339	18,571		182,460			273,370
1.07 Library Services	2,490,475		139,059	123,567		12,500	2,765,601
1.08 Counselling	2,473,426					3,000	2,476,426
1.10 Special Education	6,205,071	234,000	9,036,989	624,560		237,000	16,337,620
1.30 English Language Learning	1,613,939					11,000	1,624,939
1.31 Indigenous Education	513,236	130,000	462,898			9,000	1,115,134
1.41 School Administration		6,186,999		797,467		26,500	7,010,966
1.60 Summer School	238,430						238,430
1.62 International and Out of Province Students	2,474,127			102,956	174,849		2,751,932
1.64 Other				6,500	183,831	40,000	230,331
<b>Total Function 1</b>	<b>72,845,100</b>	<b>10,341,845</b>	<b>11,327,508</b>	<b>3,670,538</b>	<b>358,680</b>	<b>3,232,950</b>	<b>101,776,621</b>
<b>4 District Administration</b>							
4.11 Educational Administration					752,271		752,271
4.40 School District Governance					194,900		194,900
4.41 Business Administration		130,000		1,068,484	1,669,330	11,000	2,878,814
<b>Total Function 4</b>	<b>-</b>	<b>130,000</b>	<b>-</b>	<b>1,068,484</b>	<b>2,616,501</b>	<b>11,000</b>	<b>3,825,985</b>
<b>5 Operations and Maintenance</b>							
5.41 Operations and Maintenance Administration				195,462	951,244		1,146,706
5.50 Maintenance Operations				6,849,969	468,489	185,300	7,503,758
5.52 Maintenance of Grounds				373,068			373,068
5.56 Utilities							-
<b>Total Function 5</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,418,499</b>	<b>1,419,733</b>	<b>185,300</b>	<b>9,023,532</b>
<b>7 Transportation and Housing</b>							
7.70 Student Transportation			310,434				310,434
<b>Total Function 7</b>	<b>-</b>	<b>-</b>	<b>310,434</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>310,434</b>
<b>9 Debt Services</b>							
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>72,845,100</b>	<b>10,471,845</b>	<b>11,637,942</b>	<b>12,157,521</b>	<b>4,394,914</b>	<b>3,429,250</b>	<b>114,936,572</b>



# School District No. 44 (North Vancouver)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2021

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2021 Annual Budget	2020 Amended Annual Budget
	\$	\$	\$	\$	\$	\$
<b>1 Instruction</b>						
1.02 Regular Instruction	66,951,872	17,242,555	84,194,427	4,025,658	88,220,085	85,650,512
1.03 Career Programs	273,370	63,186	336,556	48,762	385,318	567,522
1.07 Library Services	2,765,601	687,849	3,453,450	6,000	3,459,450	3,323,659
1.08 Counselling	2,476,426	622,543	3,098,969	24,500	3,123,469	3,014,622
1.10 Special Education	16,337,620	3,807,340	20,144,960	364,490	20,509,450	22,351,269
1.30 English Language Learning	1,624,939	407,651	2,032,590	11,000	2,043,590	1,845,017
1.31 Indigenous Education	1,115,134	260,561	1,375,695	33,500	1,409,195	1,390,528
1.41 School Administration	7,010,966	1,399,877	8,410,843	100,040	8,510,883	8,398,388
1.60 Summer School	238,430	59,965	298,395	9,500	307,895	324,717
1.62 International and Out of Province Students	2,751,932	682,466	3,434,398	273,775	3,708,173	4,720,909
1.64 Other	230,331	45,867	276,198	506,800	782,998	2,949,201
<b>Total Function 1</b>	<b>101,776,621</b>	<b>25,279,860</b>	<b>127,056,481</b>	<b>5,404,025</b>	<b>132,460,506</b>	<b>134,536,344</b>
<b>4 District Administration</b>						
4.11 Educational Administration	752,271	145,425	897,696	266,440	1,164,136	1,133,852
4.40 School District Governance	194,900	15,982	210,882	85,800	296,682	323,832
4.41 Business Administration	2,878,814	612,998	3,491,812	881,116	4,372,928	4,173,054
<b>Total Function 4</b>	<b>3,825,985</b>	<b>774,405</b>	<b>4,600,390</b>	<b>1,233,356</b>	<b>5,833,746</b>	<b>5,630,738</b>
<b>5 Operations and Maintenance</b>						
5.41 Operations and Maintenance Administration	1,146,706	244,363	1,391,069	619,060	2,010,129	1,980,152
5.50 Maintenance Operations	7,503,758	1,674,744	9,178,502	2,280,350	11,458,852	11,098,057
5.52 Maintenance of Grounds	373,068	84,309	457,377	549,000	1,006,377	947,008
5.56 Utilities	-	-	-	2,653,252	2,653,252	2,863,250
<b>Total Function 5</b>	<b>9,023,532</b>	<b>2,003,416</b>	<b>11,026,948</b>	<b>6,101,662</b>	<b>17,128,610</b>	<b>16,888,467</b>
<b>7 Transportation and Housing</b>						
7.70 Student Transportation	310,434	70,344	380,778	56,200	436,978	446,515
<b>Total Function 7</b>	<b>310,434</b>	<b>70,344</b>	<b>380,778</b>	<b>56,200</b>	<b>436,978</b>	<b>446,515</b>
<b>9 Debt Services</b>						
<b>Total Function 9</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Functions 1 - 9</b>	<b>114,936,572</b>	<b>28,128,025</b>	<b>143,064,597</b>	<b>12,795,243</b>	<b>155,859,840</b>	<b>157,502,064</b>

# School District No. 44 (North Vancouver)

Annual Budget - Special Purpose Revenue and Expense

Year Ended June 30, 2021

	<b>2021</b>	2020 Amended
	<b>Annual Budget</b>	Annual Budget
	\$	\$
<b>Revenues</b>		
Provincial Grants		
Ministry of Education	<b>18,312,389</b>	21,469,651
Other		100,000
Other Revenue	<b>6,070,000</b>	7,280,903
<b>Total Revenue</b>	<b>24,382,389</b>	28,850,554
<b>Expenses</b>		
Instruction	<b>23,621,116</b>	27,544,232
District Administration	<b>50,000</b>	260,903
Operations and Maintenance	<b>46,646</b>	39,982
Transportation and Housing	<b>85,000</b>	109,080
<b>Total Expense</b>	<b>23,802,762</b>	27,954,197
<b>Net Revenue (Expense)</b>	<b>579,627</b>	896,357
<b>Net Transfers (to) from other funds</b>		
Tangible Capital Assets Purchased	<b>(579,627)</b>	(896,357)
<b>Total Net Transfers</b>	<b>(579,627)</b>	(896,357)
<b>Budgeted Surplus (Deficit), for the year</b>	<b>-</b>	-

**School District No. 44 (North Vancouver)**

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	Annual Facility Grant	Learning Improvement Fund	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing
	\$	\$	\$	\$		\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>			3,800,000						
<b>Add:</b> Restricted Grants									
Provincial Grants - Ministry of Education	626,273	503,723		224,000	61,250	268,464	1,132,336	6,101,085	9,088,009
Other			6,000,000						
	626,273	503,723	6,000,000	224,000	61,250	268,464	1,132,336	6,101,085	9,088,009
<b>Less:</b> Allocated to Revenue	626,273	503,723	6,000,000	224,000	61,250	268,464	1,132,336	6,101,085	9,088,009
<b>Deferred Revenue, end of year</b>	-	-	<b>3,800,000</b>	-	-	-	-	-	-
<b>Revenues</b>									
Provincial Grants - Ministry of Education	626,273	503,723		224,000	61,250	268,464	1,132,336	6,101,085	9,088,009
Other Revenue			6,000,000						
	626,273	503,723	6,000,000	224,000	61,250	268,464	1,132,336	6,101,085	9,088,009
<b>Expenses</b>									
Salaries									
Teachers						50,640	253,200		7,220,544
Principals and Vice Principals						44,343			
Educational Assistants		410,666					409,595	4,973,983	
Support Staff				179,649			41,484		42,200
Substitutes									
	-	410,666	-	179,649	-	94,983	704,279	4,973,983	7,262,744
Employee Benefits		93,057		40,709		21,445	165,894	1,127,102	1,825,265
Services and Supplies	46,646		6,000,000	3,642	61,250	152,036	262,163		
	46,646	503,723	6,000,000	224,000	61,250	268,464	1,132,336	6,101,085	9,088,009
<b>Net Revenue (Expense) before Interfund Transfers</b>	579,627	-	-	-	-	-	-	-	-
<b>Interfund Transfers</b>									
Tangible Capital Assets Purchased	(579,627)								
	(579,627)	-	-	-	-	-	-	-	-
<b>Net Revenue (Expense)</b>	-	-	-	-	-	-	-	-	-

# School District No. 44 (North Vancouver)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2021

	First Nation Student Transportation	Violence Prevention	Carlile Youth Inpatient Unit	Metro Regional Implementation	TOTAL
	\$	\$	\$	\$	\$
<b>Deferred Revenue, beginning of year</b>	85,000		103,433	275,000	4,263,433
<b>Add:</b> Restricted Grants					
Provincial Grants - Ministry of Education			118,816		18,123,956
Other		20,000		50,000	6,070,000
	-	20,000	118,816	50,000	24,193,956
<b>Less:</b> Allocated to Revenue	85,000	20,000	222,249	50,000	24,382,389
<b>Deferred Revenue, end of year</b>	-	-	-	275,000	4,075,000
<b>Revenues</b>					
Provincial Grants - Ministry of Education	85,000		222,249		18,312,389
Other Revenue		20,000		50,000	6,070,000
	85,000	20,000	222,249	50,000	24,382,389
<b>Expenses</b>					
Salaries					
Teachers			126,600		7,650,984
Principals and Vice Principals			13,862		58,205
Educational Assistants					5,794,244
Support Staff					263,333
Substitutes			35,134		35,134
	-	-	175,596	-	13,801,900
Employee Benefits			40,138		3,313,610
Services and Supplies	85,000	20,000	6,515	50,000	6,687,252
	85,000	20,000	222,249	50,000	23,802,762
<b>Net Revenue (Expense) before Interfund Transfers</b>	-	-	-	-	579,627
<b>Interfund Transfers</b>					
Tangible Capital Assets Purchased					(579,627)
	-	-	-	-	(579,627)
<b>Net Revenue (Expense)</b>	-	-	-	-	-

# School District No. 44 (North Vancouver)

Annual Budget - Capital Revenue and Expense  
Year Ended June 30, 2021

	2021 Annual Budget			2020 Amended Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
<b>Revenues</b>				
Investment Income		20,000	<b>20,000</b>	
Amortization of Deferred Capital Revenue	6,360,684		<b>6,360,684</b>	6,223,213
<b>Total Revenue</b>	<b>6,360,684</b>	<b>20,000</b>	<b>6,380,684</b>	6,223,213
<b>Expenses</b>				
Amortization of Tangible Capital Assets				
Operations and Maintenance	10,156,359		<b>10,156,359</b>	9,782,180
<b>Total Expense</b>	<b>10,156,359</b>	-	<b>10,156,359</b>	9,782,180
<b>Net Revenue (Expense)</b>	<b>(3,795,675)</b>	<b>20,000</b>	<b>(3,775,675)</b>	(3,558,967)
<b>Net Transfers (to) from other funds</b>				
Tangible Capital Assets Purchased	1,289,627		<b>1,289,627</b>	1,506,357
Local Capital			-	4,500,000
<b>Total Net Transfers</b>	<b>1,289,627</b>	-	<b>1,289,627</b>	6,006,357
<b>Other Adjustments to Fund Balances</b>				
Tangible Capital Assets Purchased from Local Capital	10,000,000	(10,000,000)	-	
<b>Total Other Adjustments to Fund Balances</b>	<b>10,000,000</b>	<b>(10,000,000)</b>	-	
<b>Budgeted Surplus (Deficit), for the year</b>	<b>7,493,952</b>	<b>(9,980,000)</b>	<b>(2,486,048)</b>	2,447,390

## 2020-21 PRELIMINARY BUDGET RISKS & ASSUMPTIONS

COVID-19 has had a dramatic impact on British Columbia's education sector. The constantly changing dynamic has caused disruptions to standard service delivery practices, non-grant funding sources, and staffing requirements. In the North Vancouver School District (NVSD), every effort has been made to understand the potential operational impacts and apply that knowledge into the development of the 2020-21 Preliminary Operating Budget.

The only certainty in this environment is that more change will occur and that lessons will be learned and applied as we work through school start-up and the potential, future impacts of COVID-19. By January 2021, it is expected that a better sense of the financial environment will inform the development of the 2020-21 Amended Budget.

The School District continues to follow the direction of the Provincial Health Officer (PHO) and the Ministry of Education. BC's Restart Plan: K to 12 Return to School identifies five Stages and the Ministry of Education is hopeful that a Stage 1 full school re-opening will occur in September 2020. There is also the possibility that Stage 2 or Stage 3 will be in place for September, subject to the direction provided by the PHO and Province at the end of August.

This creates many complex variables and unknowns related to striking the 2020-21 Preliminary Budget. The education of students is vitally important and, with that in mind, NVSD has worked to develop a budget that is thoughtful and as responsive as possible.

**The leading principle in the development of the Preliminary budget is the need to maintain the educational and fiscal health of the organization for multiple years, not only the 2020-21 fiscal.**

The Draft 2020-21 Preliminary Budget contemplates that Secondary Schools will be operating in Stage 2 (40%) or Stage 3 (20%) in September 2020.

### **REVENUE**

The NVSD faces significant revenue losses, directly attributed to COVID-19, that are of particular concern for the 2020-21 fiscal year. Each year the School District utilizes a variety of revenue generating activities to support operations and the development of a balanced Operating Budget. Due to decisions that are under the purview of the Provincial and Federal Governments, the School District is projecting decreased revenue in the following areas: International Enrollment, Gym/Classroom Rental income, Interest income, and Cheakamus Centre event catering. As the decisions that affect these particular areas are outside of the control of the School District, and are also reliant upon the public feeling safe, we must plan for a budget that takes into account a significant loss of revenue.

Revenue impacts to the 2020-21 Preliminary budget that are being incorporated into the Budget include the following:

#### **International Student Enrollment**

The closure of the Canadian border has limited International Student access to Canada. As well, the Federal government has restricted the issuance of International Student Study Permits to only those students who had

submitted applications prior March 18, 2020. As a result, only “Returning” International students are being budgeted until such time that additional students will be able to gain access to study in Canada. The impact of the restricted study access for International students equates to a revenue loss of approximately \$6,000,000. We are closely watching the Federal Governments response to the Canadian border. At this point in time there has been no indication of when the border may open.

### Classroom and Gym Rentals

Rentals for classrooms and gyms will be impacted based upon the ability of User Groups to implement social distancing and other safety protocols into their specific activities. This could equate to a lost revenue of up to \$400,000. Most gyms are rented by community sports programs for winter practices – we have not received any clarity on what / if any community sports will commence next fall. Additionally, current provincial direction is to restrict community rentals of School District buildings.

### Interest Income

The Bank of Canada has implemented an interest rate strategy to support the economy in response to the COVID-19 pandemic. If the Bank of Canada maintains the interest rates at the current level, the lost interest income could be up to \$600,000.

### Cheakamus Centre

The Provincial Health Order to restrict gatherings to less than fifty people has removed the opportunity for revenue generation through event catering (e.g. weddings, filming, conferences, and camps) at the Cheakamus Centre. Catering revenue has been utilized over the past eight years to support the operations and educational programs at the Cheakamus Centre. The lost revenue could have a financial impact of up to \$1,000,000. Further, ‘overnight summer camps’ have been cancelled for this summer and we are not confident that overnight field trips/Outdoor Education lessons can proceed next year.

To mitigate losses, educational programme offerings will be postponed until the Spring of 2021. This will be monitored closely and staff will look to develop options to recommence opportunities for students to gain learning at the Centre in the Spring. In the interim, the site will likely remain open for families and the community to walk the nature paths. The Manager of the Centre will also be actively seeking non-programming revenue, such as movie production on site.

## **EXPENSES**

### Enrollment Impacts

In February 2020, NVSD planned an enrollment decline of 44.875 FTE Regular Students, which is incorporated into the 2020-21 Operating Grant announced in March 2020. International Student enrollment is normally estimated to be 625 FTE, however, due to the current restrictions, only 227 FTE “Returning” students are budgeted. Enrolling Teacher staffing has been adjusted in accordance with the total projected decline in student enrollment, as per normal practice.

## Continuity of Learning

In planning for the new school year, a great deal of consideration has been given to the operational impacts of starting the new school year with different staffing levels. The two options considered were:

1. No staffing holdback – this option would not be the financially responsible option. Additionally, there is a high probability that layoffs will still occur in the Fall.
2. A staffing holdback – this option allows the NVSD to increase staffing as the percentage of in-class instruction increases in each Stage.

Utilizing the staffing holdback approach attempts to reduce the additional financial stress that will occur if Stage 1 is not achieved in September, and minimizes the need to make adjustments, redeploy staff, and implement layoffs midyear. It also provides a built-in flexibility to add back staffing once the landscape is better understood, both from a service delivery and fiscal standpoint.

The following staffing is budgeted with a holdback:

- Education Assistants (EA's)
- Secondary Supervision Aides
- Library Assistants
- Laboratory Techs
- Work Experience Facilitators

## Optional Education Programs

Optional enrollment in educational programs, such as Academies and Band & Strings, have seen a decline in the number of students enrolled for the 2020-21 school year. Parents may have a number of concerns regarding their child's participation including, but not limited to, the:

- practicality of maintaining social distancing;
- potential for cancellation of the program for part of the year, should Stage 4 be implemented;
- COVID-19 financial impact to households.

To address this issue, per normal practice, Teacher staffing has been adjusted to reflect enrollment.

## Non-Enrolling Teacher Staffing

Non-enrolling Teacher positions that support initiatives, projects, and programmes were reviewed. Some were reduced in scope, or postponed for a year where they might not be feasible under COVID-19 limitations. The availability of TTOC's will need to be applied first to the enrolling classroom situations before project based work. Planned leaves were utilized where feasible. Roles that were adjusted include:

- Family of Schools (FOS) Teacher Leaders
- Family of Schools (FOS) Leaders
- Helping Teachers (Technology)
- Cheakamus Centre Teachers
- District Athletics
- Speech & Language Pathologists
- Psychologists



## District Staff

Support Staff positions that support District Departments and Programs were reviewed. Adjustments in staffing requirements were made for both the short-term, due to COVID-19 impacts, and for on-going operational requirements that have changed on a more permanent basis. All adjustments were to administrative support in District roles.

Occupational Health and Safety and WorkSafe cleaning protocols that have been implemented are of prime importance in maintaining the safety of everyone attending any, and all, NVSD buildings. Custodial Staff will play a significant role in the cleanliness of our schools and other sites. Additional cleaning equipment and supplies have been included in the Preliminary Budget. At this time, no adjustment has been contemplated for Custodial staffing levels, however, future adjustments may be required to address the cleaning workload within the schools.

Seconded District Principal and Vice-Principal positions and roles were adjusted to delay the secondment of one District Principal of Curriculum and Assessment until the next fiscal year. This reduced staffing in 2020-21.

## Mobile Workforce

The COVID-19 pandemic demonstrated the critical need to have a mobile workforce. The Computer Sustainability Plan (CSP) has been funded sufficiently to implement the planned Elementary and Secondary Teacher computer replacements during the 2020-21 school year. Rather than replacing desktop computers, Teachers will be provided PC laptops to enable the required mobility for continuity of learning through on-line delivery methods.

The historic annual cost of computer replacement (Hardware) for staff runs in the range of \$250K - \$600K, depending on the equipment (i.e. PC vs Apple). Standardization of device types and operating systems greatly reduces costs. Moving to a PC only environment provides the financial ability to move to a mobile workforce and to capture efficiencies in technical support.

## Supplies & Services

A broad range of reductions in the Supplies & Services categories has provide approximately \$1M in savings. These reductions respond to operational changes, due to COVID-19, contemplated during the 2020-21 fiscal year. The majority of the reductions are unlikely sustainable in future years as they will impact operations.

## Capital

NVSD currently has three major capital projects underway: Argyle Secondary replacement, Handsworth Secondary replacement, and Mountainside Secondary seismic upgrade. A Concept Design is also underway for a possible new Cloverley Elementary school, with a required submission deadline of December 2020. Construction cost escalations have impacted the Argyle project and surplus funding has been utilized to supplement the additional funding the Ministry of Education provided for the project. NVSD is keenly aware that capital projects may draw upon the Accumulated Operating Surplus that would otherwise be required to balance future years' Operating Budgets.

## 2020-2021 ANNUAL BUDGET PRIORITIES EXECUTIVE COMMITTEE RECOMMENDATIONS

The public consultation process for input into budget priorities presented opportunities for Partner Groups and the public to identify and discuss their top budget priorities. From that process, five broad themes and sub-categories were identified as being in line with the Board of Education's Strategic Plan and as a result are representative of the desired organizational focus. The Executive Committee has organized this input and offered recommendations within these five themes for the Board's consideration.

*Budget directions have been incorporated into the Draft 2020-2021 Preliminary Budget and are identified in each of the respective themes and sub-categories throughout this document. These items are presented, in italics, as **Budget Implementation** items.*

### 1. EQUITY

#### **STRATEGIC GOALS:**

*Expand the availability of best instructional practices and enriched curriculum*

*Encourage the growth of collaborative, adaptive and personalized learning environments*

#### A. CLASS SIZE AND COMPOSITION

Class size and composition is supported by the Classroom Enhancement Fund (CEF). For the 2020-21 fiscal, the CEF currently provides approximately 90 percent of prior year Teacher funding. The CEF funding will subsequently be adjusted in the Fall of 2020. Remedy requirements will be determined at the end of September and remedy funding finalized in October 2020, as per past practice.

- The current CEF funding of \$9,088,009 equates to approximately 88.4 FTE Teachers of the required 98.2 FTE Teachers. The CEF funding addresses 66.5 FTE enrolling Teachers, 7 FTE Teachers for the Special Needs School Committee, and 15 FTE non-enrolling Teachers. The Operating Fund is covering the shortfall in CEF funding of 10 FTE until adjusted by the Ministry in the Fall of 2020.
- CEF provides funding for 115 FTE Education Aides and full funding has been allocated by the Ministry.
- The Learning Improvement Fund – Support Staff for the 2020-21 fiscal is \$503,723 and provides an additional 30 minutes per week for all Education Assistants working with students with special needs, as well as approximately 5 FTE Education Assistants.

**It is recommended** that class size and composition be supported through both the CEF and LIF Support Staff funding and, where available Operating Fund budget exists, additional staffing be provided. The restored language identifies the specifications that need to be met in both class size and composition.

---

**Budget Implementation:** *CEF funding has been utilized as described above. The shortfall of approximately 12 FTE Teachers and 5 FTE EA's have been funded through the Operating Fund until such time as CEF funding is adjusted. The Labour Settlement funding has been provided through the Operating Fund thereby transferring CEF salary costs to Operating.*

---

B. RESOURCING ABOVE RATIO

Ratio Staffing is funded by the Operating Grant, with the exception of 15 FTE funded by CEF for LST, SERT, and/or ELL staffing. Since the implementation of the Restored Language, the Board has enhanced non-enrolling ratio staffing from Operating funds. This has been achieved through the reallocation of resources from other areas within the organization.

**It is recommended** that during the budget creation opportunities for enhanced, non-enrolling staffing be explored, including the use of non-bargaining staff.

**Budget Implementation:** *The Preliminary Budget includes Elementary Vice Principals with LST expertise will be utilized to provide direct support to students.*

**Budget Implementation:** *Ratio Staffing has been set at, or above, the required ratio levels. The 6.963 FTE over the required ratio is funded from the Operating Budget. Teacher Ratio Staffing is identified in the table below.*

**Preliminary Budget 2020-21  
RATIO TEACHER CATEGORIES & FTE**

RATIO CATEGORIES	RATIO STAFFING			NON-RATIO
	Required	Base Budget	Variance	SNSC Staffing
<b>Librarians</b>	<b>29.400</b>	<b>29.508</b>	<b>0.108</b>	
<b>Counsellors</b>	<b>27.750</b>	<b>29.806</b>	<b>2.056</b>	<b>4.300</b>
LST and LAC	34.910	77.820		2.200
Special Education Resource (SERT)	44.667	2.500		
English Language Learners (ELL)	<u>19.059</u>	<u>23.115</u>		<u>0.000</u>
<b>Total LST, LAC, SERT, ELL</b>	<b>98.636</b>	<b>103.435</b>	<b>4.799</b>	<b>2.200</b>
<b>Total Teacher Ratio FTE:</b>	<b>155.786</b>	<b>162.749</b>	<b>6.963</b>	<b>6.500</b>

*Projected Student FTE Enrollment for 2020-21: 15,276.00 FTE*

- *Counsellor staffing is 2.056 FTE greater than the required ratio.*
- *The combined LST, SERT, and ELL is above the required ratio by 4.799 FTE.*
- *The CEF funded 7.0 FTE SNSC Teacher staffing, which does not count toward meeting ratio, and was allocated in the following manner:*
  - *Counsellors, LST, and ELL received 6.5 FTE of the SNSC staffing, as noted above.*
  - *The balance of the SNSC staffing was attributed to non-ratio staffing of Speech and Language Pathologists (0.5 FTE).*

### C. ADMINISTRATORS

- North Vancouver Administrators (NoVA) identified that the Elementary Vice-Principal workload was an area requiring capacity to allow for support to Teachers in the classroom and administrative time for Vice-Principals. Support to Teachers was identified as an ongoing need, given the increased number of Teachers in the schools, many who may be in an early stage of their career.
- Principals and Vice-Principals will need time to support teachers and transition to new curriculum and assessment practices.
- The CEF tracking requirements continue to present significant time challenges upon the Administrative Teams in the Schools and limits the time they have to dedicate to teacher mentoring and support in the classroom.
- Ongoing administrative Support for teachers in the areas of differentiation and continued implementation of the new curriculum.

**It is recommended** that some point time for District/School support be considered.

---

**Budget Implementation:** Funding has been maintained to support 0.57 FTE for a District coordinator of the SEL/MH initiative.

---

### D. RESOURCES

- This category is broad and may address many facets of the classroom and school. Equity funding is currently held at the District level to support school initiatives when funds are limited at the school level.

## 2. CULTURE, CLIMATE, AND SCHOOL ORIENTATION

### **STRATEGIC GOALS:**

**Nurture** an inspiring and healthy work environment

**Expand** the availability of best instructional practices and enriched curriculum

School Planning and Development utilizes a process of appreciative inquiry and provides a focus on education, culture, and climate within a school.

### A. INVESTMENT IN PEOPLE

- Training and development opportunities continue to be an organizational focus in order to build capacity in all staff, at all levels of the organization. As priorities are identified, they will be addressed through in-service training or mentorship opportunities. Many of these initiatives are identified in other themes and categories within this document.
- The NVTA has requested that funding be provided for a Mentorship Coordinator for teacher mentorship.

**It is recommended** that staffing consideration be given to enhancing the Joint NVSD/NVTA Teacher Mentorship Program. In this regard, we note that the provincial parties have recently bargained a \$12 Million fund that will be prorated between school districts for the purpose of early career teachers engaging in mentorship opportunities.

---

**Budget Implementation:** *The 2020-21 Preliminary Budget continues to provide \$10,000 for release time to support the Teacher Mentorship Committee.*

---

- Both the NVTA and NoVA have requested an increase in the annual Professional Development funding.

It is recommended that consideration be given to the combined level of funding provided for both District targeted and individually chosen professional development opportunities. For the NVTA, it is to be noted that funding for professional development is a provincial bargaining topic. Locally, the parties did agree in bargaining for the contractual professional development funds to be provided in one September installment. Additionally, there is opportunity for this request to be addressed through the local parties' agreed to use of unspent remedy minutes.

#### B. STAFF RECRUITMENT & RETENTION

- The recruitment and retention of skilled and experienced staff, in all areas of the organization, remains a key focus. Numerous strategies to attract and retain employees have been utilized, such as collaboration with post-secondary institutions, attendance at job fairs, hosting Student Teacher and Education Assistant sessions, tuition reimbursement incentives, revitalized careers webpage, new employee recognition initiatives, targeted promotional materials and streamlined onboarding procedures.

**It is recommended** that resources be set aside for recruitment initiatives.

#### C. SCHOOL CLEANLINESS

- School Cleanliness includes consideration of Custodial staffing and organization that would improve overall cleanliness, staff engagement, and workload efficiencies.

**It is recommended** that the School Cleanliness Committee continue to be drawn upon to assist with the delineation of a multi-year project plan and that the funding for planning and implementation of approved strategies be included in the 2020-21 Preliminary Budget.

---

**Budget Implementation:** *The Preliminary Budget provides continued support for the School Cleanliness Committee's work, as well as an investment in custodial cleaning equipment and cleaning products.*

---

D. TECHNOLOGY & INFRASTRUCTURE

- The technology equipment and devices used by Students for educational purposes in the classroom has been reviewed and is the subject of a Technology Plan for consideration for the 2020-21 Preliminary Budget.
- Students, through the District Student Leadership Council (DSLCL), have indicated the desire for a more sustainable learning environment and identified technology as playing a role in achieving that initiative.

**It is recommended** that the identified standard classroom equipment be incorporated into a School Technology Plan template. Further, the School Technology Plan will assist Schools in defining the baseline level of technology to support Student learning.

- The School District has replaced many aging buildings and upgraded others, however, the technology infrastructure (behind the walls) within school buildings has a much shorter useful life than the building life cycle. Providing functional technology for the classroom and office environment is a challenge that needs to be addressed through a multi-year, ongoing plan.

**It is recommended** that ICT develop a multi-year plan that will identify the ongoing upgrades and related costs to bring aging infrastructure up to date.

---

**Budget Implementation:** The ICT multi-year plan provides for the 2020-21 replacement of Elementary and Secondary Teacher PC laptop computers. Funds will be drawn upon Local Capital reserves that have been funded through surplus contributions in prior years.

**Budget Implementation:** The Preliminary Budget provides funding for ongoing infrastructure upgrades to achieve the goal of standard and reliable infrastructure in all facilities.

---

E. ENGAGEMENT SURVEY

- The recent Employee Engagement Survey will provide information on opportunities for action. To ensure that the organization is able to develop a plan to move forward, funding will need to be considered.

**It is recommended** that funding continue to be put aside in the 2020-21 budget to continue with the implementation of strategies to address opportunities arising from the results of the 2019 Engagement survey.

## F. EXEMPT WAGE INCREASES

- As the Provincial Government continues to implement the managed thaw of the wage freeze for Exempt Staff (all non-unionized staff), there has been an expectation that Boards of Education will fund the PSEC authorized increases. There is no indication that the Provincial Government will change that practice and there is a need to plan for modest increases in the 2020-21.

**It is recommended** that the 2020-21 budget include an estimate for salary, labour market adjustment, and benefit increases for Exempt Staff that would fall within the PSEC guidelines.

---

**Budget Implementation:** *The 2020-21 Preliminary Budget includes an increase for Exempt Staff that will address both salary and benefit increases and allow the continued progression through the respective wage grids. An increase of approximately 3% has been utilized for Exempt wage costs and is in keeping with the Provincial Government's Bargaining Framework.*

---

## G. CHILD CARE OPPORTUNITIES

- In February 2020, the Provincial Government amended the School Act to pave the way for several improvements, one of which was articulating a Board of Education's mandate regarding the provision of before and after school care. That is, a School District may choose to operate a before and after school care directly or through the partnership with a before and after school care provider, subject to availability of space. This is reviewed on a regular basis.
- There are many ad hoc arrangements for after school activities in Schools currently in place. Staff have been reviewing these activities and determining whether proper licensing, supervision, room rental fees, and insurance are in place.

**It is recommended** that staff continue to work with our municipal partners in looking at child care opportunities across the North Shore.

## 3. ENHANCING CURRICULUM AND INSTRUCTION

### **STRATEGIC GOALS:**

*Nurture an inspiring and healthy work environment*

*Expand the availability of best instructional practices and enriched curriculum*

*Encourage the growth of collaborative, adaptive and personalized learning environments*

### A. CURRICULUM TRAINING AND MENTORSHIP

- The 2020-21 Curriculum and Learning Support Fund (replacing the BC Education Plan) will be directed toward the implementation of Early Literacy, Physical Literacy, Technology support for teachers, and supporting innovative teaching practices.

- New Teacher and TTOC training on curriculum and assessment practices has been identified as an opportunity to foster the growth of Teachers.
- Enhanced support for technology and hybrid learning opportunities.

**It is recommended** that the Curriculum and Learning Support Fund address new learning initiatives described above.

---

***Budget Implementation:** The 2020-21 Preliminary Budget, utilizing the Curriculum and Learning Support funding, will support the Early Literacy, Physical Literacy, and Technology support, as noted above.*

---

#### B. CURRICULUM DESIGN AND RESOURCES

- Various initiatives to develop Grade 11 and 12 curriculum materials are undertaken by the Design Series, Summer Writing, and JEPIC, and funded through the base budget. Curriculum resources may be required in the 2020-21 fiscal and there may be a need for additional funding for these resources.
- Curriculum Innovation Grants to schools may be an opportunity for individual schools to implement the new curriculum.
- Networks of Professional Practice Grants to FOS's may be an opportunity for groups of schools to implement the new curriculum.
- The establishment of School to School Educational Rounds is an excellent way to support school development and enable professional practice.

**It is recommended** that funding be set aside for curriculum resources, School to School Educational Rounds, and FOS based networks of practice.

#### C. LITERACY CENTRE

- The request for an additional Literacy Centre has been identified in the past and this year the NV District PAC identified this as a budget priority.

**It is recommended** that staff determine if a third Literacy Centre is a viable option in the central corridor. This exploration will include location and related funding required for staffing, resources, and the commensurate supports.



#### 4. COMPLEX LEARNERS

##### **STRATEGIC GOALS:**

*Expand the availability of best instructional practices and enriched curriculum*

*Encourage the growth of collaborative, adaptive and personalized learning environments*

Addressing the needs of complex learners can be achieved through a wide variety of initiatives such as training, mentorship, and direct supports to students.

##### A. TRAINING & MENTORSHIP

For the past number of years, the following training initiatives have been funded:

- Principal and Vice Principal Training in Autism and related disorders through POPARD. Education Assistants, Learning Services Teachers, and Classroom Teachers were also included in this training initiative.
- Training and development to build the capacity of staff at all levels in supporting diverse learners across the School District, i.e. Autism Community Training sessions/webcasts and the UBC Summer Institute conference.

**It is recommended** that these initiatives continue to be funded from the 2020-21 Operating Budget.

---

**Budget Implementation:** *The 2020-21 Preliminary Budget includes funding to support training and development for staff, including \$40,000 for Popard training.*

---

##### B. DIRECT SUPPORTS TO STUDENTS

- Developing the skill sets of Learning Services Teachers and enhancing the capacity of Classroom Teachers to Teach to Diversity are two school-level initiatives supporting students with complex needs.
- Focused professional development for school-based staff increases consistency of practice, as well as enhances programming and direct service for complex learners, i.e. case management, instructional practice, program/curriculum design, and assessment.

**It is recommended** that resources be identified and training continue to be a priority in supporting LST development.

---

**Budget Implementation:** *The continuance of these two initiatives is supported through the 2020-21 Preliminary Budget.*

---

## C. FACILITIES

- Most schools were not built with consideration of the sensory needs of complex learners. These spaces can be very important in supporting the self-regulation of emotion and behaviour of in children with complex needs.
- The District Occupational Therapist (O.T.) and Complex Learners Autism Support Services (C.L.A.S.S.) teams identify management of complex self-regulation as the area most commonly requested for additional support and the primary focus of Level IV interventions for students. Staff training continues to be enhanced by district teams but facilities need to better reflect the sensory needs to students and how they are being supported in schools.

**It is recommended** that we continue to support the development of appropriate sensory spaces in schools.

---

***Budget Implementation:** The physical space modifications will be addressed through the AFG budget, whenever possible.*

---

## 5. SOCIAL, EMOTIONAL LEARNING

### **STRATEGIC GOALS:**

***Develop** and promote innovative and sustainable programs*

***Expand** the availability of best instructional practices and enriched curriculum*

***Encourage** the growth of collaborative, adaptive and personalized learning environments*

## A. TRAINING

A number of initiatives related to mental health were previously identified and these initiatives continue to offer value and address need.

- Coordinated training for employees in the Social Emotional Learning and Mental Health continuum. The training has supported the:
  1. Creation of a sense of belonging for all students;
  2. Teaching of SEL Skills;
  3. Positive Mental Health Literacy; and
  4. Integrated Mental Health.

**It is recommended** to maintain a financial commitment toward employee training in the Social Emotional Learning and Mental Health continuum, and to develop resources for parents.

- Implementation of the CASEL Model for Social Emotional Learning, and Stan Kutcher’s Positive Mental Health Initiative for adolescents.

**It is recommended** that we continue to work with School District Counsellors and community agencies, as identified in previous budgets, to implement our SEL/MH framework.

---

**Budget Implementation:** *This initiative will be supported through the SEL/MH District coordinator, funded from the 2020-21 Operating Budget.*

---

- Mental Health Training for Counsellors, Learning Support Teachers, and other staff to support Students with Special Needs and developmental disabilities. This training may also be considered for all types of students.

**It is recommended** that the training with Counsellors, Learning Support Teachers, and other staff, to build capacity, continue in 2020-21.

#### B. INCREASED RESOURCES

Service delivery and programs for social, emotional, and mental health are in high demand.

**It is recommended** that continued financial support be provided for school-wide implementation of Second Step, an SEL CASEL recommended program, as well as other promising resources.

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

**Meeting Date:** June 23, 2020  **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* (June 2020).

**Attachment:**  
Land Management UPDATE – June 2020

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

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

Construction continues on the Argyle replacement building. Interior work is focused on drywall and mudding, electrical and systems integration. Exterior work is focusing on the south end of the property with the outdoor pathways and plaza area being created. Work is continuing with a plan to open in September.

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

NVSD has secured partial permits to continue work on the project as we wait for the final building permit from the District of North Vancouver. A portion of main parking lot has been taken for new construction.

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

New windows and cladding were “mocked up” on north side and have now been ordered for the school. Four seismic buttresses have completed, and work continues on adding more to the building. We anticipate the current seismic mitigation block to be completed for fall start of school.

### **Lucas Centre: Status**

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

### **Cloverley: Status**

The District continues to work towards the submission of the Ministry required Concept Design. It is anticipated this work will be completed by later summer/early fall.

### **Sutherland Track Resurfacing:**

The Sutherland track grant application to the Federal Government for the rubberization of the surface was not successful; however, the ATF renewal is currently underway. District staff will continue to monitor opportunities for future grant applications.

### **Space Request:**

The Attorney General's office of British Columbia has reached out via the Capital Projects branch with a request to use one or more facilities for court purposes over summer. The NVSD is assessing what we may be able to accommodate in respect to our summer operations.

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

**Meeting Date:** June 23, 2020  **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.3**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** June 23, 2020  **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.4**  
**of the**  
**Administrative Memorandum**

**Meeting Date:** June 23, 2020  **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:** June 23, 2020  **Board**  **Board, in camera**

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

**Narration:**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, September 15, 2020 at 6:30 pm	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, September 22, 2020 at 6:30 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 6, 2020 at 6:30 pm	Standing Committee Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 20, 2020 at 6:30 pm	Public Board 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:** June 23, 2020  **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.

For the purposes of June 23, 2020 Public Board Meeting, please follow these procedures:

**NEW: COVID-19 Procedures for Public Board Meetings**

To respect guidelines and orders around physical distancing and public gatherings provided by the Provincial Health Officer, upcoming public board meetings will continue to be live-streamed and recorded, but the majority of staff and trustees will now participate by teleconference. Partner groups and the public will not be able to attend meetings in person but will have the opportunity to provide input in advance of the meeting.

How you can provide input:

On the day of the Public Board Meeting, we ask that interested parties who wish to speak provide their full name, address, phone number, and topic of discussion to [publiccomments@sd44.ca](mailto:publiccomments@sd44.ca). Please do not provide a written submission.

For the Public Question & Comment Period, we will accept requests to be placed on the speakers' list by email from 7:15 p.m. until the start of the Public Question & Comment Period agenda item. The Chair will phone the public speakers during this 20-minute Public Question & Comment Period in the order they have signed up.