

## 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 Board Room of the School Board Office at 721 Chesterfield Avenue in North Vancouver, British Columbia on Tuesday, February 22, 2011.

**PRESENT:** F. Stratton, Chairperson  
B. Forward, Vice Chairperson  
H. Back  
S. Bouman  
L. Buchanan  
S. Skinner  
M. Tasi

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### A.1. Call to Order

Chairperson Stratton called the meeting to order at 7:00 pm and welcomed parents, staff and partner groups in attendance, including Student Leadership Council representatives Morgan Hansen (Sutherland) and Willie Chang (Seycove).

### A.2. Approval of Agenda

Moved by S. Skinner  
that the agenda be adopted.  
Seconded by L. Buchanan

Carried

### A.3. Public Comment Period

John Peterson, NVTa staff member with the Therapeutic Day Program, spoke to the composition of the Community Learning Program Design and Implementation Team including selection criteria, ratio of administrators to teachers and the number of alternate education teachers on the committee.

### A.4. Approval of Minutes

An amendment to the January 25, 2011 minutes was requested in C.5. January 11, 2011 Meeting of the Finance and Facilities Standing Committee; omission of "retention" in the title *Strategic Surplus Lands Retention and Disposition Plan*.

Moved by S. Skinner  
that the minutes of the public meeting of January 25, 2011 be approved as amended.  
Seconded by B. Forward

Carried

### B.1. School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2010/11

Trustees received with their agendas copies of the *Amended Annual Budget Bylaw of School District No. 44 (North Vancouver)* for the fiscal year of 2010/11 and the *School District Amended Annual Budget Fiscal Year 2010/11*. Copies of *2010–2011 Amended Budget–Notes and Assumptions*, earlier provided to the Trustees, were distributed to the public at the meeting.

Secretary Treasurer Irene Young introduced this topic and noted that the Board is being asked to adopt an Amended Budget Bylaw for Fiscal Year 2010/11 pursuant to Section 113 of the *School Act* which provides the authority for a Board to amend its annual budget bylaw. The Amended Budget is the final budget for the 2010/11 fiscal year and includes numerous budget variations that have taken place since the adoption of the 2010/11 Preliminary Budget on May 25, 2010.

**B.1. School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2010/11 (continued)**

Secretary Treasurer Young invited Georgia Allison, Director of Financial Services, to the table. Ms. Allison provided clarification on various budget lines including salary and benefit costs, revenue, and services and supplies. Ms. Allison noted that the Special Needs audit has been now built into the amended budget but there are still costs to be identified with regards to the Dorsey Report redress as well as staff time required for negotiation of collective agreements.

During the question period, there was discussion around the makeup of the contingency fund; that additional funds were put back into the budget for student assistance; a coding correction in support staff; the slight increase in investment income; and funding of teacher pension income. Superintendent Lewis responded to a question regarding international students and the continued efforts by the Korean government to retain their students by increasing English education within Korea. Currently the International Education Department is securing students from nearly thirty nations.

In response to a question regarding cash held at the School District level, Secretary Treasurer Young noted that school districts through the Association of School Business Officials are working with the Ministry to develop investment best practices in order to minimize cash balances left in low interest bearing accounts.

Moved by L. Buchanan

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2010/11 be read a first time;

Seconded by S. Skinner

Carried

Moved by S. Bouman

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2010/11 be read a second time;

Seconded by H. Back

Carried

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

Moved by B. Forward

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2010/11 be read a third time, passed and adopted the 22nd day of February, 2011.

Seconded by M. Tasi

Carried

On behalf of the Board, the Chair thanked Ms. Allison, Director of Financial Services, for the work done in preparing the amended budget.

**B.2. Surplus School District Land Retention and Disposition Strategy**

Trustees received with their agendas copies of the document entitled *NVSD Surplus School District Land Retention and Disposition Strategy*.

Secretary Treasurer Irene Young introduced this topic and provided a brief overview of the development of a strategy and guiding principles to govern decisions around the retention and disposition of surplus School District land. Partner group input has been provided at the November 2010 Finance and Facilities Standing Committee meeting. Secretary Treasurer Young also noted the media coverage this topic has received in a local newspaper.

The Secretary Treasurer noted that the key to the School District's land strategy is to balance current and future needs by aligning the decision making with the strategic plan and municipal official community plans. Properties are classified as short, medium and long-term retention. Options include short and long-term leases. The 12 surplus sites identified are as follows:  
Long-Term Retention: Maplewood and Westover Schools – currently under 10-year leases.

## **B.2. Surplus School District Land Retention and Disposition Strategy (continued)**

Medium-Term Retention: Balmoral, Fromme and Plymouth – Balmoral is currently in use until the completion of the Carson Graham rebuild scheduled for June 2012; Ecole Francaise International de Vancouver will assume occupancy of Fromme for a 10-year lease commencing in March 2011; to this point, the Board has been unsuccessful in attracting a suitable tenant for Plymouth.

Short-Term Retention: Lonsdale Creek Annex, Keith Lynn Alternate, Monterey, Ridgeway Annex, Cloverley, Blueridge, Lucas Centre and the Leo Marshall Curriculum Centre (LMCC) – Lonsdale Creek Annex has been utilized as a daycare centre for over 35 years; Keith Lynn Alternate will close in June 2012; Blueridge is linked to the replacement of Seymour Heights; Lucas Centre and the LMCC will remain in use for the next 3-5 years; Cloverley is currently in use to house Ridgeway students during that school's rebuild and will be utilized during the rebuild of Queen Mary.

During questions to the Secretary Treasurer, suggested amendments in the *Surplus School District Land Retention and Disposition Strategy* included clarification regarding accommodation of future enrolment growth and the inclusion of the endowment plan in the guiding principles. There was additional discussion regarding use of restricted capital funds; monitoring of the development of the District of North Vancouver's Official Community Plan regarding future growth; and the promotion of environmentally friendly projects. In response to a question regarding developer funded community amenities, Superintendent Lewis provided clarification on Development Cost Charges which municipalities through the bylaw structure impose on new development projects for the provision of road works, sewerage and parkland. Discussion could take place with municipalities to broaden those categories to include, for example, transportation and provision of daycare.

Moved by B. Forward

that the Board approve as amended the *Surplus School District Land Retention and Disposition Strategy* as attached to this Administrative Memorandum of February 22, 2011, and direct staff to explore options for those properties classified as short term retention.

Seconded by H. Back

Carried

The Chair commended the Board for its leadership in the development of this strategy and echoed Trustees' appreciation to staff for bringing this document forward as a comprehensive strategy.

## **B.3. Community Learning Program Report to the Superintendent**

Trustees received with their agendas copies of the *Community Learning Program Committee Report to the Superintendent January 27, 2011*, *Community Learning Program Report Recommendations and Implementation February 16, 2011* and the *Ministry of Education's Alternate Education School Program Policy*.

John Lewis, Superintendent of Schools, provided a few words of introduction. In April 2010, the Board of Education decided to proceed with the consolidation and closure of the Therapeutic Day Program, Third Step, Keith Lynn Alternate Secondary School, Windsor House and the Youth Learning Centre, effective as early as June 2011 and no later than June 2012. A Community Learning Committee was established to consider the development of a new alternate program, referred to as the Community Learning Program.

The Community Learning Committee was to provide a final report to the Superintendent of Schools no later than February 28, 2011. The final report was received by the Superintendent of Schools and circulated to committee members on January 27, 2011. The Superintendent has accepted the Committee's *Report* and prepared a summary of *Recommendations and Implementation* of the *Community Learning Program Report*.

Superintendent Lewis introduced Dave Pearce, former Assistant Superintendent (Retired), and Dr. Julie Parker, Director of Instruction-Learning Services, and invited them to the table to provide

### **B.3. Community Learning Program Report to the Superintendent (continued)**

a high level overview of the work that has been done by the Committee. Mr. Pearce noted that he would highlight portions of the report but first wanted to commend the members of the Committee for all the additional research work they did outside of committee time. Mr. Pearce and Dr. Parker highlighted from the report that:

- Numerous discussions took place that the District goal would be to educate students at their home school but there was recognition that having a centralized location would be beneficial for the 1%-2% portion of the student population that may require other supports such as: a wide range of wrap-around services, lower class sizes, access to other educational programs (Distributed Learning), flexible timetable hours and use of specialized personnel.
- With the goals to provide supports and resources to the mainstream schools in order to keep as many students as possible in their catchment, enrolment that caters to at risk students should decrease. NVSD has approximately 500 students (3.5%) of student population currently attending alternate programs while the ministry average is 1%-2%, which would translate to approximately 140-310 students. The Committee cautions that the use of hard numbers should not drive how many students go into an alternate program, but make sure that students receive support at both mainstream schools and the alternate school.
- The Committee was very cognizant of the Ministry's *Alternate Education School Program Policy*, ensuring that practice and procedure addressed by the Committee were in line with the policy.

Superintendent Lewis thanked the Committee for the work done and noted that nearly half of the Committee membership, which included Trustees Buchanan and Bouman, was in attendance at the evening's meeting.

In his report, Superintendent Lewis identified the recommendations of the Community Learning Program and the associated plans for implementation and grouped them under the following headings: Alternate Program Design Components; Support to Mainstream Schools; Program Location; Program Enrolment; Program Grade Level and Student Age; Establishment of a Program Design and Implementation Team; and Transition Process and Communication to Program Constituents and Partner Groups. In presenting his report, the Superintendent of Schools highlighted the following:

- Though the report focused on the Community Learning Program, it is also considered within the broader context of the whole School District. Within the first three recommendations, the Committee identified what is required in the School District and what the District would like to have, if additional resources become available.
- To provide additional school-based supports, priority consideration should be given to secondary staffing levels in the development of the 2011/2012 Operating Budget.
- Additional services to at risk students need to be identified as soon as possible. There is a general need to consider budget priorities for 2011/12 to provide additional support for all at-risk students.
- Though Learning Assistance Centres (LAC's) were not mentioned in the report, the Superintendent has recommended increasing the capacity at the school level and consider the shifting to a needs based program.
- A pilot "in-school" program should be implemented in one or two secondary schools during the 2011/2012 school year. This pilot program will help identify the supports that will enable Grade 8 students to achieve success within their home schools.
- The School District currently has a strong delivery model for articulation and transition of students from elementary to secondary as well as grade to grade and school to school transitions. Superintendent Lewis noted that the School District currently accommodates approximately 2000 transitions each year with 1200 of those from Grade 7 to Grade 8.
- There needs to be careful consideration of the Community Learning Program's location with possible modeling of the Neighbourhood of Learning concept. A recommendation for the future location of the program will be included in the report of the Design and Implementation Working Team.

### **B.3. Community Learning Program Report to the Superintendent (continued)**

- Noting previous work done during the KLASS review, Superintendent Lewis reported that the referral process for the identification of students for the CLP will need to be reviewed and strengthened. It is recommended that a project team be established immediately to undertake this review and establish a consistent model of referral.
- The Committee considered at length program grade levels and student ages, and has recommended that the CLP be comprised of grade levels 9 to 12 and student ages of 14 to 19 years. The implementation of the pilot “in-school” program for the 2011/12 school year will also help identify further considerations to support the Grade 8 transition year.
- The recommendation for a Design and Implementation Team of no more than eight educators, with at least two being from the current Committee, is accepted and will be established no later than April 8, 2011. Team members will be seconded to the Design and Implementation Team by the Superintendent in consultation with the Executive Committee and the Directors of Instruction – Learning Services.
- The Design and Implementation Team will provide a Program Report to the Superintendent by no later than October 31, 2011 to allow adequate time for communication prior to program and course selections that will take place in January 2012. Communication has already taken place identifying September 2012 as the start of the Community Learning Program.
- The Superintendent noted that there is uncertainty regarding the transition of Windsor House and its exploring of options outside of the School District, in particular the Gulf Islands School District, to continue to operate as a K-12 program. The Windsor House Parent Advisory Council has sent a letter requesting the Board discontinue Windsor House at the end of the current school year. Superintendent Lewis advised that he will need to first proceed with a letter to the Superintendent of the Gulf Islands School District and then consult with each family in the Windsor House Parent Community to identify where they intend to register their child(ren). The potential reduction in student numbers from this possible move will have a bearing on the design of the Community Learning Program.

The Superintendent concluded his report by noting that the Community Learning Program will be designed to provide an enhanced educational foundation to support student achievement and foster social/emotional learning. The program will also retain and incorporate the best practices from the School District’s existing alternate programs, with a focus on 21<sup>st</sup> Century Learning, personalized learning and multiple pathways for student success.

The Chair thanked Community Learning Committee Chair Dave Pearce and Dr. Julie Parker for their presentation and the extensive work done by the Committee members. Thanks were also extended to Superintendent Lewis for his report. A lengthy discussion and question period followed the presentations and included the following:

- The possible introduction District-wide of additional programming in career education.
- Assurance that elementary age children will receive any necessary supports in a timely fashion as well as adequate attention to the transition from elementary to secondary level.
- Budget implications with regards to funding of designated students once the CLP is implemented.
- The fact that students are currently registered through the Central Registration system prior to attending an alternate program.
- The current Windsor House philosophy in relation to the Ministry’s *Alternate Education School Program Policy* and auditing requirements.
- Emphasis in looking at the individual needs of a child in order to be a successful learner.
- A coordinated effort to provide additional professional development in order to more fully respond to the needs of the student.
- The development of the CLP in conjunction with 21<sup>st</sup> Century Learning.
- Funds to be provided out of current budget for release time in establishment of the Design and Implementation Team and will be carried forward within the 2011/12 Operating Budget.
- Clarification regarding the next steps if Windsor House community wishes to proceed with a move to the Gulf Islands School District.
- Timing regarding the appointment of staff to the Design and Implementation Team as well as possible appointment/secondment of an administrator now to oversee the program.

**B.3. Community Learning Program Report to the Superintendent (continued)**

- Inclusion of identification of targets and measurements of performance in the Program Report by the Design and Implementation Team.
- Whether there should be a reporting out on the Design and Implementation Team's composition, terms of reference, timelines for implementation of the program and budget implications, prior to the Team's Program Report to the Superintendent.

Moved by S. Skinner

that the Board receive the *Community Learning Program Committee Report to the Superintendent of Schools* as attached to this Administrative Memorandum of February 22, 2011 and request that the Superintendent of Schools inform the Board at its April 2011 Public Meeting of the terms of reference, composition of the committee, implementation timelines and budget implications and plan for the possible inclusion of the Career Education Advisory Committee.

Seconded by S. Bouman

In response to concerns regarding the tight timeframe and that the Career Education Advisory Committee is still in its implementation stage, there were two friendly amendments by S. Skinner, seconded by B. Forward.

Amended Motion

Moved by S. Skinner

that the Board receive the *Community Learning Program Committee Report to the Superintendent of Schools* as attached to this Administrative Memorandum of February 22, 2011 and request that the Superintendent of Schools inform the Board at its June 2011 Public Meeting of the terms of reference, composition of the committee, implementation timelines and budget implications.

Seconded by B. Forward

Carried

Against:

H. Back  
L. Buchanan  
F. Stratton

Moved by B Forward, Seconded by L, Buchanan, Carried  
to extend the meeting past 10:00 pm.

**C.1. Budget Challenge 2010 – Implementation Update**

With their agendas, Trustees received copies of the *Budget Challenge 2010 – Implementation Update* provided by John Lewis, Superintendent of Schools.

Superintendent Lewis provided a mid-year summary of the 2010/2011 Budget Directions and the resulting impact on instructional practices, program diversity, facilities and corporate services. It was noted that when the Executive Council reviewed the impact of these budget directions, members remarked on how staff had pulled together to cover the gaps to the best of their ability.

In response to Trustees' questions, Superintendent Lewis noted that the main cost of the Bill 33 class size consultation is the time spent by teachers and administrators that could be directed to other initiatives; the update will be provided at the next meeting of the Presidents' Council and, if appropriate, the upcoming Finance & Facilities Standing Committee meeting; savings met from school closures; local school calendar; and notification to parents of community resources available during the two-week Spring Break.

## **C.2. 10-Year Strategic Plan – Progress Update**

With their agendas, Trustees received copies of the *NVSD 10-Year Strategic Plan: Progress Update February 15, 2011*.

Superintendent of Schools John Lewis introduced this item and provided a further update on the Strategic Planning Process that was reported at the January 25, 2011 Public Board meeting and where the Board adopted the Values and Goals for the 10-Year Strategic Plan.

Superintendent Lewis noted that the newly adopted Values and Goals as well as draft objectives and an overview of short-term strategies have been circulated to the representative-members of the Presidents' Council. Information has been communicated to the community via regular updates and postings on the School District's website. Meetings have been held with each of the partner groups. A further update will be provided at the March Board meeting, following another design meeting to incorporate the community feedback as well as work undertaken in the development of the final draft of 10-Year Strategic Plan.

In response to a Trustee's question regarding meeting with the Student Leadership Council (SLC), the Superintendent reported that he provided an overview of the 10-Year Strategic Plan at a regular meeting of the SLC which approximately 40 students attended. The student group generally accepted the direction of the Strategic Plan but recommended that the language be understandable to students of all ages and to make the presentation more engaging.

The Chair thanked Superintendent Lewis and expressed appreciation for the monthly updates as well as the work that has been done by staff.

## **C.3. Tuesday, February 1, 2011 Meeting of the Towards the Future for Schools Standing Committee**

Copies of the meeting notes from the February 1, 2011 meeting of the Towards the Future for Schools Standing Committee were included in the Trustees' agenda packages. Trustee Tasi, Chair of the Towards the Future for Schools Standing Committee, reported on highlights of the meeting which included welcoming school initiatives, connecting with the Early Learning Community and Welcome to Kindergarten and an extensive and detailed enrolment update and analysis. Trustee Tasi noted that people seemed pleased that this is a committee where new ideas can be brought forward and which provides a forum for discussion.

In response to a Trustee's question regarding new programs, Superintendent Lewis noted that after the 3-year operating plan is identified there would be opportunity in the Fall to make amendments to the programs through this Standing Committee.

## **C.4. Out of Country Field Trips – Secondary**

Provided for their information, Trustees received in their agenda packages an overview of out of country field trips that are being planned for secondary school students as follows:

- Seycove Secondary School – field trip to Seattle, Washington (March 4 - 5, 2011)
- Seycove Secondary School – field trip to Italy and Greece (March 15 - 24, 2011)
- Handsworth Secondary School – field trip to Australia (March 18 - April 2, 2011)
- Windsor Secondary School – field trip to Japan (April 22 - 30, 2011)
- Sutherland Secondary School – field trip to Eugene, Oregon and Seattle, Washington (April 27 - 30, 2011)

### **C.5. Superintendent's Report**

The Superintendent provided a brief oral report on the topics that would be addressed within the Superintendent's e-Bulletin including:

- The 87 member strong Seycove Secondary School Choir and Choral Ensemble were featured performers at Carnegie Hall on February 20, 2011 in New York. Superintendent Lewis served as a chaperone and was impressed by the students' politeness and respect – true ambassadors for the School District and public education.
- Anti-Bullying "Pink Shirt" Day – February 23, 2011
- Awarding of a grant of \$125,000 from the Canadian Wood Council to support the construction of the Environmental Learning Centre.

### **C.6. Trustees' Reports**

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

1. Meetings attended by Trustees included:
  - Towards the Future for Schools Standing Committee meeting
  - Public Board meeting
  - Board Planning meeting
  - Trustee Seminar
  - School visits: Lucas Centre, Braemar, Balmoral/Carson, Queen Mary, Norgate, Westview, Capilano, Blueridge, Lynnmour, Seymour Heights
  - North Vancouver Parent Advisory Council General meeting
  - Environmental Learning Centre (ELC)/Outdoor School Fundraising Committee meeting
  - Argyle football meeting
  - Career Education Advisory Committee
  - School Planning Council meeting for Carson Graham/Balmoral Family of Schools
  - Interviews - Director recruitment
  - BCSTA Metro Branch – the Trustee representative for SD44 reported on the recent meeting and distributed draft motions regarding 21<sup>st</sup> Century Learning-Legislative Review and Community Use of Schools-Neighbourhoods of Learning
2. Events attended by Trustees included:
  - Board of Education dinner with City of North Vancouver Mayor and Council
  - Board of Education dinner with District of North Vancouver Mayor and Council
  - Queen Mary Literacy Week – Pancake Breakfast; reading to Grades 2 and 3
  - City of North Vancouver Advisory Planning Commission meeting
  - Youth Philanthropic Initiative – Handsworth Secondary; participated as a judge for Planning 10 classes where the winning group presented \$5,000 to Hollyburn Safehouse
  - Coming events: reminder of the Trustee Reception on March 7, 2011, Green Fair 2011 on April 8, 2011 at the Lucas Centre and Braemar School "Arti Gras Gala" on May 14, 2011 where student decorated and painted "Muskoka" chairs will be auctioned



**D. Future Meetings**

Future meetings of the Board were noted as follows:

Tuesday, Mar 1, 2011 at 7:00 pm	Finance & Facilities Standing Committee	Leo Marshall Curriculum Centre 810 West 21 <sup>st</sup> St, N Vancouver
Tuesday, Mar 29, 2011 at 7:00 pm	Public Board Meeting	Board Room - School Board Office 721 Chesterfield Ave, N Vancouver
Tuesday, Apr 5, 2011 at 7:00 pm	Finance & Facilities Standing Committee	Leo Marshall Curriculum Centre 810 West 21 <sup>st</sup> St, N Vancouver
Tuesday, April 19, 2011 at 7:00 pm	Education & Programs Standing Committee	Leo Marshall Curriculum Centre 810 West 21 <sup>st</sup> St, N Vancouver

**E. Public Question and Comment Period**

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

Chris Miller, North Vancouver Teachers' Association (NVTA) Vice President, commented on the possible move of Windsor House to the Gulf Islands School District and the impact on the program's teaching staff.

As well, Mr. Miller re-extended the NVTA's invitation to the Board to attend the Professional Development Conference to be held at Carson Graham on Friday, February 25, 2011.

The Chair thanked the Board and those in attendance.

**F. Adjournment**

The established agenda being completed, the Chairperson adjourned the meeting at 10:25 pm.

Certified Correct:

\_\_\_\_\_  
Irene Young  
Secretary Treasurer

\_\_\_\_\_  
Franci Stratton  
Chairperson, Board of Education

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date