



ADMINISTRATIVE MEMORANDUM

Meeting Place:

Board Room
 North Vancouver School District
 721 Chesterfield Avenue
 North Vancouver, British Columbia

Format and Date:

PUBLIC BOARD MEETING
 Tuesday, February 21, 2012 at
 7:00 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chairperson Stratton's opening remarks	(no schedule)	7:00 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	(no schedule)	7:00 pm
A.3.	Public Comment Period		7:15 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of January 24, 2012 be approved as circulated)	(no schedule)	7:20 pm
B.	Action Items		
B.1.	School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2011/12		7:35 pm
B.2.	Land Management Community Engagement Process		7:55 pm
B.3.	Community Learning Program – Renovation Costs		8:40 pm
C.	Information and Proposals		
C.1.	North Vancouver Teachers' Association (NVTA) Presentation		8:55 pm
C.2.	Tuesday, January 31, 2012 Meeting of the Finance and Facilities Standing Committee		9:05 pm
C.3.	Field Trips - Out of Country		9:05 pm



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PUBLIC BOARD MEETING
Tuesday, February 21, 2012 at
7:00 pm

			Estimated Completion Time
	(continued)		
C.4.	Superintendent's Report		9:10 pm
C.5.	Trustees' Reports		9:20 pm
D.	Future Meetings	(no schedule)	9:20 pm
E.	Public Question & Comment Period		9:40 pm
F.	Adjournment	(no schedule)	9:40 pm

Irene Young
Secretary Treasurer

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

Schedule .A.3..
of the
Administrative Memorandum

Meeting Date: February 21, 2012 Board Board, in camera

Topic (as per the Memorandum): **Public Comment Period**

Narration:

In accordance with Board Policy 104: Board of Education – Meetings (June 23, 2010 revision), the Board provides a (10) minute public comment period as the first item of business after the adoption of the agenda. Speakers will be allocated a maximum of two (2) minutes each. The ten-minute comment period is intended to be restricted to items on the evening's Board Agenda and the Board will not respond to comments made during comment period. Members of the public wishing to discuss their concerns with Trustees should contact them after the meeting, by telephone or e-mail.

Speakers are requested to place their name on a sign up sheet in order to speak during the Public Comment Period. The sign up sheet will be available in the Board Room from 6:50 pm – 7:00 pm prior to the meeting's commencement. The Chair will invite those wishing to speak in the order that their name appears on the sign up sheet.

When appearing before the Board, speakers are requested to state their name and address for the record.

During the Public Comment Period, as well as the Public Question and Comment Period at the end of the meeting, speakers may not speak disrespectfully of any Board Member, staff member, or any other person and must not use offensive words or gestures.

Speakers may speak only once at the Public Comment Period.

School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Board Room of the School Board Office at 721 Chesterfield Avenue in North Vancouver, British Columbia on Tuesday, January 24, 2011.

PRESENT: F. Stratton, Chairperson
B. Forward, Vice Chairperson
L. Bayne
C. Gerlach
M. McGraw
C. Sacré
S. Skinner

A.1. Call to Order

Chairperson Stratton called the meeting to order at 7:00 pm and welcomed those in attendance.

A.2. Approval of Agenda

Moved by C. Gerlach

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

Seconded by L. Bayne

Carried

A.3. Public Comment Period

The ten-minute comment period is intended to be restricted to items on the evening's Board Agenda. The Chair requested that those wishing to speak should sign on the Public Comment Sign-Up Sheet and that each individual would be limited to two minutes.

Keith Collyer, resident of West Windsor Road, spoke regarding Keith Lynn Alternate Secondary School and the need to clean up the area surrounding the facility.

René Gourley spoke regarding locating the Community Learning Program at Balmoral Secondary and questioned the timing of the Board's decision on November 15, 2011, prior to the Municipal Election.

Troy Vassos, residing at 3332 Redfern Place and representative of the Delbrook Community Association, spoke regarding the decision to house the Community Learning Program at Balmoral Secondary. Mr. Vassos' concerns centered on open communication, and the process surrounding the Board's decision.

Deirdre Smith, a resident of the Norwood Avenue-West Queens Road neighbourhood, spoke on issues related to long term planning and community consultation regarding the future use of the Balmoral facility.

Maria Bassianiotis expressed concerns on a lack of resources available for elementary age students, in particular, with regards to gifted students as well as psychological assessments.

A.4. Approval of Minutes

Moved by B. Forward

that the minutes of the public meeting of December 6, 2011 be approved as circulated.

Seconded by C. Sacré

Carried

B.1. Presentation to Former Trustee Mary Tasi

John Lewis, Superintendent of Schools, acknowledged former Trustee Mary Tasi and her contributions to the School District during her term of office, including her position as Chair of the Towards the Future for Schools Standing Committee. As a token of appreciation, a framed Artists for Kids Gallery print of Robert Bateman's 'The Heron' was presented to Ms. Tasi.

Members of the Board noted it was an honour to serve with former Trustee Tasi.

B.2. Superintendent's Report on Achievement 2011/12

With their agendas, Trustees received copies of the *Superintendent's Report on Achievement 2011/12*.

Superintendent Lewis touched on highlights of the detailed report which is available on the School District website at the following link:

http://www.nvsd44.bc.ca/en/AboutUs/~media/PDF_uploads/SuperintendentCommunications/Achievement/SuperintendentsReportOnAchievement2011_12.ashx

Concluding his report, Superintendent Lewis noted the following: the School District's ongoing financial challenge to maintain the teaching and administrative staff capacity required to monitor progress and intervene more quickly when a student is at risk of not fulfilling graduation requirements; due to ongoing budget restrictions, administrative demands have continued to escalate; and that over a number of years, the funding available has been insufficient to sustain services to students and has affected the School District's capacity to restore and provide services contributing towards improved student achievement and student success.

During Trustees' questions to the Superintendent, clarification was received regarding:

- Impact of the current labour action is not reflected in the report as data is from 2010/11.
- Concerns regarding collection of 2011/12 data. Superintendent Lewis noted the impact of the labour action has been inconsistent from school to school with many of the surveys going forward as teachers in most cases are putting children first, but there still is disparity from school to school.
- Examples of monitoring student achievement – typically, review of report cards; regular monitoring through school based resource teams.
- Though six-year completion rates of students with special needs have improved, ongoing monitoring is stretched at the resource level. Six-year completion data is collected for both Dogwood and Evergreen certificates.
- Due to changes in how the Ministry provides data, the Superintendent could not extract data on the number of students that achieved honours status.
- An absence of reference to social and emotional reporting within the document. Currently this is covered off by the Social Responsibility Survey.
- All seven StrongStart Centres in the School District are experiencing very strong attendance.

Moved by C. Gerlach

that the Board approve the *Superintendent's Report on Achievement 2011/12*, as attached to this Administrative Memorandum of January 24, 2012.

Seconded by B. Forward

Carried

There was discussion and agreement regarding the interest for advocacy in two directions – both a letter from the Board to the Minister of Education regarding the changes in the reporting and ongoing budget constraints in relation to impacts on student achievement; secondly, a possibility of putting forward a motion at the BC School Trustees AGM. As noted by the Board Chair, there would be opportunity for future discussion at a Trustee Seminar.

On behalf of the Board, the Chair then thanked the Superintendent for his comprehensive report.

B.3. Board Committees and Representational Assignments (2011/12)

Trustees received with their agendas copies of the *Trustee Representational Assignments and Liaison Areas January 2012*.

Franci Stratton, Board Chair, introduced this item and advised that the Trustee school liaison assignments for the period 2011/12 as well as 2012/13 had been approved at the Board's Public meeting of December 6, 2011.

Moved by S. Skinner

that the Board approve the Chair's appointments of Trustees as attached to this Administrative Memorandum of January 24, 2012, and make the appointments effective January 25, 2012.

Seconded by C. Gerlach

Carried

As Trustees were in agreement with their assignments, notification would now go out to the municipalities and be posted on the School District website.

B.4. North Vancouver School District Soccer Academy Proposal

John Lewis, Superintendent of Schools, introduced this item and provided background on the process structured through the Towards the Future for Schools Standing Committee to receive and review specialty program application briefs.

Following the success of the NVSD Hockey Academy at Windsor Secondary and community support of this program, the NVSD Soccer Academy will be parallel in design. Additionally, the proposed academy will provide participation of all students at various levels of experience. The NVSD Soccer Academy Project Team has recommended that the Board of Education approve the establishment of the NVSD Soccer Academy.

Responding to Trustees' questions, Superintendent Lewis clarified that:

- Checks and balances will be in place as part of the program's sustainability. Of note, the program will be for grades 8-12 at all skill levels. A teacher will be present during the coaching sessions.
- The Academy fee of \$150/month over 10 months will cover the cost of coaching, field time, uniforms, equipment as well as marketing.
- Students enrolled in the Soccer Academy would be eligible to play on their school home team.

There was also discussion around the membership of the North Vancouver School District Soccer Academy Advisory/Implementation Project Team; as well as opportunities for future academies and marketing of them.

Moved by B. Forward

that the Board of Education approve the proposed North Vancouver School District Soccer Academy at Windsor Secondary for September 2012 and that the Superintendent, or designate, proceed with the establishment of an Advisory/Implementation Committee as described in this Administrative Memorandum of January 24, 2012.

Seconded by L. Bayne

Carried

B.5. Surplus Land Retention and Consultation Process

Trustees received with their agendas copies of the *Surplus School District Land Retention and Disposition Strategy, February 22, 2011*. Irene Young, Secretary Treasurer, introduced this item and noted that it is a key planning document in the Board's *2011/2021 Strategic Plan* and *3-Year Operating Agreement*.

As noted by the Secretary Treasurer, there is never enough financial support to meet all the

B.5. Surplus Land Retention and Consultation Process (continued)

needs and; as well, the School District has incurred debts for the completion of Sutherland Secondary and Westview Elementary in addition to the Board's commitment to the completion of the North Shore Credit Union Environmental Learning Centre. The Board has a borrowing agreement with the Ministry of Education based on the sale of surplus land to repay the debt.

The Secretary Treasurer reported that a total of twelve properties have been identified within the *Strategy* as being surplus to the long-term needs of the School District. Beginning in the Fall of 2010, the Board commenced a stakeholder process to address these surplus School District lands through meetings of the Finance and Facilities Standing Committee and informal meetings with municipal councils. Though the *Strategy* has been publicly discussed and posted on the School District's website, it was identified that there was a need to have further community discussion.

Referencing the Strategy's guiding principle which relates to community consultation and in accordance with Board *Policy 102 – Board of Education – Committees and Representation*; it was proposed that the Board of Education establish an ad hoc *Community Engagement Steering Committee*. The terms of reference would be to design a community engagement strategy that incorporates a communication plan with partner groups and the community, and a plan for public meetings regarding surplus School District properties.

During question period, it was clarified that membership on the ad hoc committee would consist of two Trustees, the Secretary Treasurer, the Communications Manager and a professional facilitator. There was further discussion concerning the need for additional communication with the public. The Board discussed the composition of the ad hoc committee as well as the selection and role of the committee's chair.

Moved by B. Forward

be it resolved that the Board establish an ad hoc Community Engagement Steering Committee, as described within this Administrative Memorandum of January 24, 2012, with a trustee appointed as chair of the committee. Further, that this ad hoc Committee meets at the earliest opportunity and that the Committee presents its plan for Community Engagement to the Board at the Public Board Meeting of February 21, 2012.

Seconded by S. Skinner

Carried

B.6. Notice of Motion – Surplus Land Consultation

Board Chair Franci Stratton introduced this agenda item and noted that a Notice of Motion had been introduced by Trustee Skinner at the December 6, 2011 Public meeting of the Board of Education.

It was clarified by Trustee Skinner that the intent of the Notice of Motion was to bring together representatives from the City of North Vancouver and District of North Vancouver Councils, the North Vancouver Recreation Commission and Vancouver Coast Health, to provide input to the Board of Education on the School District's surplus land *Strategy* and look beyond the School District's own needs.

Due to the Board's decision to implement the *Community Engagement Steering Committee*, there was agreement on the general intent of the motion.

Moved by S. Skinner

that the North Vancouver Board of Education refer the content of the *Notice of Motion – Surplus Land Consultation*, as described within this Administrative Memorandum, B.6., of January 24, 2012 to the Board's ad hoc Community Engagement Steering Committee (*reference Item B.5.*).

Seconded by B. Forward

Carried

C.1. Community Learning Program – Update

John Lewis, Superintendent of Schools, introduced this item and provided an update. Material relating to this update is posted to the School District's website at the following link:
(<http://www.nvsd44.bc.ca/sitecore/content/Updates/CommunityLearningProgram.aspx>)

Following the update, Superintendent Lewis responded to Trustees' questions concerning the issue of traffic safety, which is being addressed by a District of North Vancouver School Safety Review. As well the School District has hired a traffic consultant to review traffic implications incrementally for any additional services proposed at Balmoral Secondary. In response to a question regarding timing of the renovations in relation to the upcoming budgeting process, Superintendent Lewis noted that the architect is proceeding with the renovation plan to focus on a combination of the Community Learning program with relation to the community services supporting it. The information to be brought back to the Board in February will include revised cost estimates, phasing of work, and potential timeline.

Superintendent Lewis reiterated that the initial concept plan is to create a facility that is welcoming and attractive with an internal layout that would house the services to support the students. The Superintendent confirmed that information from each of the three Community Advisory Working Group meetings will be disseminated to January 10th meeting attendees, to representatives from community groups as well as other individuals who have requested updates.

C.2. 2012/13 Operating Budget Consultation Process

Irene Young, Secretary Treasurer, introduced this item, and noted that the School District is in a positive financial position for the second year in a row; a testament to previous difficult decision making by the Board. Based on current projections, the Board expects to add \$1m into the budget for 2012/13; keeping in mind that the Ministry's budget announcement will be on March 15, 2012.

The Secretary Treasurer reported that the budget development process that was developed and implemented for the 2011/12 fiscal year was well received by partner groups and is proposed for the development of the 2012/13 Operating Budget. The consultation process will involve the Board inviting representations from each of its five partner groups: the North Vancouver Parents' Advisory Council (NVPAC), District Student Leadership Council (DSLCC), North Vancouver Teachers' Association (NVTAA), Canadian Union of Public Employees – Local 389 (CUPE) and the North Vancouver Administrators' Association (NoVA). Written submissions will also be received from the public.

In response to Trustees' questions, Secretary Treasurer Young noted that a feedback component could be included in the budget development process; School Planning Council members could attend the Finance and Facilities Standing Committee meetings on an individual basis; and an invitation to attend these meetings will be sent out through *SchoolConnects* as well as sending out a list of all Standing Committee meetings to the community.

Moved by M. McGraw

that the Board of Education approve the proposed timeline and procedures identified within Board Schedule C.2 for the development of the 2012/13 Operating Budget.

Seconded by B. Forward

Carried

C.3. Tuesday, January 10, 2012 Meeting of the Towards the Future for Schools Standing Committee

Copies of the meeting notes from the January 10, 2012 meeting of the Towards the Future for Schools Standing Committee were included in the Trustees' agenda packages.

C.3. Tuesday, January 10, 2012 Meeting of the Towards the Future for Schools Standing Committee (continued)

Trustee McGraw, Chair of the Towards the Future for Schools Standing Committee, touched on highlights of the meeting which included: an overview of the 3-Year Operating Plan; District Program Opportunities; an overview of the District Resource that describes program

opportunities available for secondary students; the development of Board Authority Authorized Courses; and an update on 2012/13 kindergarten registration.

C.4. Field Trips – Out-of-Country

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

- Seycove Secondary School – field trip to Anaheim, CA, USA (Feb 9-13, 2012)
- Windsor Secondary School – field trip to Obu, Japan (April 6-14, 2012)
- Argyle Secondary School – field trip to Las Vegas, Nevada, USA (April 14-17, 2012)
- Sutherland Secondary School – field trip to Tokyo and Komatsu, Japan (April 17-26, 2012)
- Handsworth Secondary School – field trip to Italy (April 19-27, 2012)

Chair Stratton noted that *Policy 207 – Field Trips* has been revised to more fully address procedures for out of country field trips.

Extension of Meeting

Moved by C. Gerlach

to extend the meeting past 10:00 pm.

Seconded by B. Forward

Carried

C.5. Superintendent's Report

Superintendent Lewis noted that the following items are included in the *Superintendent's Blog* (<http://blog44.ca/superintendent/>):

- Windsor Hockey Academy gives back – collection and donation of non-perishable food items for the Food Bank. Representative of many similar activities throughout the School District during the holiday season
- I'm Just Wild About Winter – an after school session workshop for primary teachers. Given the current labour action, it is a testament to the professionalism of teachers who attended.
- The annual Brackendale eagle count with a number of School District staff volunteering.
- Education Minister George Abbott attended the groundbreaking of the Queen Mary Capital Project.
- Design Award for the North Shore Credit Union Environmental Learning Centre – McFarland Marceau Architects Inc. received an Award of Merit from the 2011 Canadian Architect Awards.

In discussion of the current labour action's impact on school administrators, Superintendent Lewis noted that at the elementary level administrators are facilitating and marking the Foundation Skills Assessment (FSA) tests, and at the secondary level, administrators will be acting as provincial exam invigilators with some also being involved in the marking; in addition to the ongoing task of report cards both at the elementary and secondary level. Superintendent Lewis noted that principals and vice-principals are doing an incredible job with the added work load but there is a concern of the personal cost as well as the reality that monetary costs will be incurred in release time for administrators to oversee the exams and other areas where required. Superintendent Lewis advised that as issues arise from the labour action and its effect, ie next year's course

C.5. Superintendent's Report (continued)

selections, summer school; they are forwarded to the provincial employers' body (BCPSEA) for consideration vis a vis the current essential services order

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 meetings
- Board Planning meeting (Chair and Vice Chair)
- Planning meetings: Public Board, Standing Committees (Finance & Facilities, Towards the Future for Schools); Education Week Committee
- Standing Committee Meetings: Education and Programs Standing Committee meeting, Towards the Future for Schools, Finance & Facilities
- Trustee Seminars (including a session with Eli Mina, constitutional and governance specialist) as well as an informal meeting of the Trustees
- Meetings of the Board Chair with Richard Walton, Mayor, District of North Vancouver
- Meetings with the Braemar PAC Executive regarding the Community Learning Program – attended by the Board Chair and Vice Chair
- District of North Vancouver and City of North Vancouver Council meetings
- School visits; Families of Schools (FOS) meetings
- PAC meetings at various schools - of particular note, Handsworth PAC meeting where Grade 10 representatives discussed a legacy piece in memory of former Handsworth student, Quinn Keast.
- North Shore Family Court and Youth Justice Committee meeting
- Site visit at Monterey School, which is included in the School District's inventory of surplus sites
- BC School Trustees Association (BCSTA) Metro meeting
- Visit to Choices Program at Sutherland Secondary as well as the Learning Together Program, which is a program for pregnant and parenting youth aged 13-24.
- Learning Together Advisory Committee meeting
- City of North Vancouver Advisory Planning Commission meeting
- School Planning Council meeting at Westview Elementary – kudos to Julie Parker and Monty Bell, Directors of Instruction – Learning Services for their creative look at qualitative and quantitative measures going forward

2. Events attended by Trustees included:

- Queen Mary School groundbreaking ceremony attended by Honourable George Abbott, Minister of Education
- BCSTA December Academy
- Community Learning Program Public Information Meeting at Balmoral Secondary
- "Carson 3.0" information night –Principal Steve Garland's presentation highlighting key components of the newly rebuilt Carson Graham Secondary, commencing in September 2012
- Accompanying the Argyle Digital Media Academy students' visit to the EA Sports studio of Electronic Arts in Burnaby, BC
- Tour of Balmoral area with residents of Redfern Place
- BCPSEA Annual General meeting – top quality professional development
- Guest reader at "Camp Read", Seymour Heights Elementary

D. Future Meetings

Future public meetings of the Board are confirmed as follows:

Tuesday, Jan 31, 2012 at 7:00 pm	Finance & Facilities Standing Committee	Leo Marshall Curriculum Centre 810 W 21 st Street, N. Vancouver
Tuesday, Feb 21, 2012 at 7:00 pm	Public Board Meeting	Board Room – School Board Office 721 Chesterfield Ave, N. Vancouver
Tuesday, Feb 28, 2012 at 4:00 pm	Towards the Future for Schools Standing Committee	Leo Marshall Curriculum Centre 810 W 21 st Street, N. Vancouver
Tuesday, Mar 6, 2012 at 7:00 pm	Finance & Facilities Standing Committee	Leo Marshall Curriculum Centre 810 W 21 st Street, N. Vancouver

The Chair noted that Education Week is from March 5 – 9/12, which will be a very busy time for the School District.

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.

Deirdre Smith expressed concerns about the financial cost of locating the Community Learning Program at Balmoral; and also made reference to the number of Braemar-area students attending out of District schools.

Troy Vassos requested clarification on the dates of the Community Advisory Working Group meetings. Superintendent Lewis replied that the working group meetings will take place the last Monday of January, February and March followed by a public information meeting.

Keith Collyer requested clarification of the ad hoc Community Engagement Steering Committee on surplus School District land. Superintendent Lewis explained the District has 12 properties that have been identified as surplus currently or in the future. Three of these properties are presently in 10 year leases. Prior to the Board's decisions on retention or disposition of these properties, it is looking to communicate out to the public and consult with stakeholders. It was clarified that land sale proceeds are dependent on how the individual property became part of the School District, whether a local capital initiative or through the Ministry of Education. In response to a question regarding the nearly completed Education Services Centre and Artists for Kids Gallery at 21st and Lonsdale, the Superintendent advised that the entire building is committed to house staff from the present administration building as well as the Leo Marshall Curriculum Centre and the Artists for Kids program and Gallery.

Natalie Delgarno asked for clarification on the sports academies and academic instruction. Assistant Superintendent Bryn Roberts noted the Hockey Academy participants maintain a regular curriculum and are on the same schedule as the other secondary schools, with the exception of Sutherland due to its semester system. The academy fee is the same regardless of the student's athletic skill level.

David Whitehead, President of the NV Parent Advisory Council, regarding the upcoming budget development process, noted the NVPAC would be happy to represent the School Planning Councils but if there specific concerns, it would be best for the SPC members to present at the budget meetings.

F. Adjournment

The established agenda being completed, the Chairperson adjourned the meeting at 10:55 pm.

Certified Correct:

Irene Young
Secretary Treasurer

Franci Stratton
Chairperson, Board of Education

Date

Date

Schedule .B.1..
of the
Administrative Memorandum

Meeting Date: February 21, 2012 Board Board, in camera

Topic (as per the Memorandum): **School District No. 44 (North Vancouver) Amended Annual Budget Bylaw For Fiscal Year 2011/12**

Narration:

This evening, the Board is being asked to adopt an Amended Budget Bylaw for Fiscal Year 2011/12. Section 113 of the School Act provides the authority for a Board to amend its annual budget bylaw. The Amended Budget is the final budget for the 2011/12 fiscal year and includes numerous budget variations that have taken place since the adoption of the 2011/12 Preliminary Budget on May 24, 2011.

In the Amended Budget, the Board has increased its revenue budget by \$2,004,234 since the adoption of the Preliminary Budget in May, 2011. This increase is mainly due to the adjustment of the Provincial Operating Grant (\$557,269), and various changes to Offshore Tuition Fees, Rentals & Leases, and Interest Income. Appropriated Surplus of \$837,500 from the year ended June 30, 2011, has been applied to this year's revenue for the School Block Budget Carry Forward, Outstanding Purchase Orders at year end and other expenses.

Total expenditures have also increased by \$2,004,234. Salary and Benefit budgets have remained static with the exception of \$105,000 added to Substitute Salaries to address the Administrator release time to supervise and mark FSA exams, invigilate and mark Secondary exams, and address other issues related to the current labour action. An increase of \$1,899,235 in Services and Supplies is due to the budgeting of Appropriated Surplus items, such as the School Block Budgets, as well as capital asset technology acquisitions that were previously planned to be funded from the Capital Fund. The technology capital asset acquisitions have moved to the Operating budget in sync with the revenue from the long-term school property leases.

Attachment: School District No. 44 (North Vancouver) 2011/12 Amended Annual Budget (includes Amended Annual Budget Bylaw for Fiscal Year 2011/12 on page 3 of the Amended Budget)

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2011/12 be read a first time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2011/12 be read a second time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2011/12 be read a third time, passed and adopted the 21st day of February, 2012.

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.

**SCHOOL DISTRICT
AMENDED ANNUAL BUDGET
FISCAL YEAR 2011/2012**

SCHOOL DISTRICT NUMBER 44	NAME OF SCHOOL DISTRICT North Vancouver	YEAR 2011/2012
OFFICE LOCATION 721 Chesterfield Avenue		TELEPHONE NUMBER 604-903-3444
CITY/PROVINCE North Vancouver, BC		POSTAL CODE V7M 2A5
WEBSITE ADDRESS www.nvsd44.bc.ca		
NAME OF SUPERINTENDENT John Lewis		NAME OF SECRETARY-TREASURER Irene Young

DECLARATION AND SIGNATURES

We, the undersigned, certify that the attached is a correct and true copy of the Amended Annual Budget of School District No. 44 (North Vancouver) for the year ended June 30, 2012.

SIGNATURE OF CHAIRPERSON OF THE BOARD OF EDUCATION	DATE SIGNED
SIGNATURE OF SUPERINTENDENT	DATE SIGNED
SIGNATURE OF SECRETARY-TREASURER	DATE SIGNED

**SCHOOL DISTRICT No. 44 (North Vancouver)
2011/2012 AMENDED ANNUAL BUDGET**

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Operating Fund

Amended Annual Budget Bylaw	
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Expense By Function, Program and Object	Schedule A4.2

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 44 (North Vancouver) (called the "Board") to adopt the amended annual budget of the Board for the fiscal year 2011/2012 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the amended annual budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2011/2012.
3. The attached Schedule "A1" showing the estimated revenue and expenditure for the 2011/2012 fiscal year and the total budget bylaw amount of \$141,471,611 for the 2011/2012 fiscal year was prepared in accordance with the *Act*.
4. The "A" Schedules are adopted as the amended annual budget of the Board for the fiscal year 2011/2012.

READ A FIRST TIME THE 21st DAY OF FEBRUARY, 2012;

READ A SECOND TIME THE 21st DAY OF FEBRUARY, 2012;

READ A THIRD TIME, PASSED AND ADOPTED THE 21st DAY OF FEBRUARY, 2012.

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Amended Annual Budget Bylaw 2011/2012, adopted by the Board the 21st DAY OF FEBRUARY, 2012.

Secretary Treasurer

SCHOOL DISTRICT No. 44 (North Vancouver)
OPERATING FUND
AMENDED ANNUAL BUDGET - REVENUE AND EXPENDITURE

Schedule A1

	2011/2012 AMENDED ANNUAL BUDGET	2011/2012 ANNUAL BUDGET
Ministry Funded School-Age FTE	15,455.219	15,348.000
Ministry Funded Adult FTE	37.938	25.000
TOTAL FTE	15,493.157	15,373.000
 REVENUE (Schedule A2)		
620 Provincial Grants - Ministry of Education	\$ 128,614,482	\$ 128,057,213
641 Provincial Grants - Other	150,000	150,000
610 Federal Grants	2,500	2,500
640 Other Revenue	10,161,346	10,527,096
650 Rentals and Leases	1,405,783	530,568
660 Investment Income	300,000	200,000
Total Revenue	140,634,111	139,467,377
 EXPENSE (Schedule A3)		
Salaries		
110 Teachers	64,505,704	64,505,704
105 Principals and Vice Principals	8,482,937	8,482,937
123 Educational Assistants	11,653,888	11,653,888
120 Support Staff	11,545,928	11,545,928
130 Other Professionals	3,310,213	3,310,213
140 Substitutes	3,534,311	3,429,311
Total Salaries	103,032,981	102,927,981
Employee Benefits	23,194,567	23,194,567
Total Salaries and Benefits	126,227,548	126,122,548
Services and Supplies	13,636,491	12,800,590
Total Expense	139,864,039	138,923,138
 NET REVENUE (EXPENSE)	 770,072	 544,239
 INTERFUND TRANSFERS		
Capital Asset Purchases	(1,607,572)	(544,239)
	(837,500)	-
BUDGETED PRIOR YEAR OPERATING SURPLUS APPROPRIATION	837,500	
BUDGETED BALANCE	\$ -	\$ -
 BUDGET BYLAW AMOUNT		
Total Expense	\$ 139,864,039	\$ 138,923,138
Interfund Transfers - Capital Asset Purchases	1,607,572	544,239
TOTAL BUDGET BYLAW AMOUNT	\$ 141,471,611	\$ 139,467,377

SCHOOL DISTRICT No. 44 (North Vancouver)
OPERATING FUND
AMENDED ANNUAL BUDGET - REVENUE BY SOURCE

Schedule A2

	2011/2012 AMENDED ANNUAL BUDGET	2011/2012 ANNUAL BUDGET
620 PROVINCIAL GRANTS - MINISTRY OF EDUCATION		
621 Operating Grant, Ministry of Education	\$ 123,772,502	\$ 123,215,233
629 Other Ministry of Education Grants (Specify)		
Pay Equity	2,966,046	2,966,046
OLEP Second Language	275,566	275,566
Community Link Funding	1,043,826	1,043,826
Ready / Set / Learn	63,700	63,700
Strong Start Grants	224,000	224,000
Scorer Training / Marker Training	18,842	18,842
Adult Educaiton (Education Guarantee)	160,000	160,000
Carbon Tax Refund	90,000	90,000
	<u>128,614,482</u>	<u>128,057,213</u>
641 PROVINCIAL GRANTS - OTHER	<u>150,000</u>	<u>150,000</u>
610 FEDERAL GRANTS	<u>2,500</u>	<u>2,500</u>
640 OTHER REVENUE		
643 Summer School Fees	114,250	130,000
644 Continuing Education	30,000	30,000
647 Offshore Tuition Fees	7,678,000	8,028,000
649 Miscellaneous (Specify)		
Outdoor School	1,286,500	1,286,500
Reading 44 / Math 44	48,000	48,000
Band & Strings	502,800	502,800
Recoveries and Donations	47,000	47,000
Crossing Guards/School Meals/IEP/BC Hydro Energy Mgr	454,796	454,796
	<u>10,161,346</u>	<u>10,527,096</u>
650 RENTALS AND LEASES	<u>1,405,783</u>	<u>530,568</u>
660 INVESTMENT INCOME	<u>300,000</u>	<u>200,000</u>
TOTAL OPERATING REVENUE (Schedule A1)	<u>\$ 140,634,111</u>	<u>\$ 139,467,377</u>

SCHOOL DISTRICT No. 44 (North Vancouver)
OPERATING FUND
AMENDED ANNUAL BUDGET - EXPENSE BY OBJECT

Schedule A3

	2011/2012	
	AMENDED	2011/2012
	ANNUAL BUDGET	ANNUAL BUDGET
SALARIES		
110 Teachers	\$ 64,505,704	\$ 64,505,704
105 Principals and Vice Principals	8,482,937	8,482,937
123 Educational Assistants	11,653,888	11,653,888
120 Support Staff	11,545,928	11,545,928
130 Other Professionals	3,310,213	3,310,213
140 Substitutes	3,534,311	3,429,311
	103,032,981	102,927,981
EMPLOYEE BENEFITS	23,194,567	23,194,567
Total Salaries and Benefits	126,227,548	126,122,548
SERVICES AND SUPPLIES		
310 Services	4,978,974	4,415,598
330 Student Transportation	142,000	142,000
340 Professional Development and Travel	676,339	676,339
360 Rentals and Leases	6,000	6,000
370 Dues and Fees	58,700	58,700
390 Insurance	442,700	442,700
412 Interest	9,058	19,391
510 Supplies	5,188,220	4,730,362
540 Utilities	2,134,500	2,309,500
Total Services and Supplies	13,636,491	12,800,590
TOTAL OPERATING EXPENSE (Schedule A1)	\$ 139,864,039	\$ 138,923,138

SCHOOL DISTRICT No. 44 (North Vancouver)

Schedule A4.1

OPERATING FUND

AMENDED ANNUAL BUDGET - EXPENSE BY FUNCTION, PROGRAM AND OBJECT 2011/2012

FUNCTION	110 TEACHERS SALARIES	105 PRINCIPALS & VICE PRINCIPALS SALARIES	123 EDUCATIONAL ASSISTANTS SALARIES	120 SUPPORT STAFF SALARIES	130 OTHER PROFESSIONALS SALARIES	140 SUBSTITUTES SALARIES	TOTAL SALARIES
1 INSTRUCTION							
1.02 Regular Instruction	\$ 49,459,876	\$ 3,042,885	\$ 1,828,348	\$ 1,562,330		\$ 2,347,628	\$ 58,241,067
1.03 Career Programs	12,251			178,884		4,200	195,335
1.07 Library Services	1,776,329	84,407	186,485	138,532		83,501	2,269,254
1.08 Counselling	2,296,977					52,000	2,348,977
1.10 Special Education	6,347,313	369,282	8,905,776	490,022		573,300	16,685,693
1.30 English as a Second Language	849,882			108,452		33,500	991,834
1.31 Aboriginal Education	454,802	105,509	336,383			9,000	905,694
1.41 School Administration		4,669,836		1,128,485		183,382	5,981,703
1.60 Summer School	313,678			40,000			353,678
1.61 Continuing Education	696,275	211,018	88,749	93,083		15,000	1,104,125
1.62 Off Shore Students	2,289,321			83,311	85,040	30,000	2,487,672
1.64 Other				286,314		4,000	290,314
Total Function 1	64,496,704	8,482,937	11,345,741	4,109,413	85,040	3,335,511	91,855,346
4 DISTRICT ADMINISTRATION							
4.11 Educational Administration					645,334		645,334
4.40 School District Governance					141,137		141,137
4.41 Business Administration				806,796	1,370,445	6,000	2,183,241
Total Function 4	-	-	-	806,796	2,156,916	6,000	2,969,712
5 OPERATIONS AND MAINTENANCE							
5.41 Operations and Maintenance Administration	9,000			51,000	475,370		535,370
5.50 Maintenance Operations				6,152,124	592,887	180,000	6,925,011
5.52 Maintenance of Grounds				401,266			401,266
Total Function 5	9,000	-	-	6,604,390	1,068,257	180,000	7,861,647
7 TRANSPORTATION AND HOUSING							
7.70 Student Transportation			308,147	25,329		12,800	346,276
Total Function 7	-	-	308,147	25,329	-	12,800	346,276
9 DEBT SERVICES (OPERATING)							
Total Function 9	-	-	-	-	-	-	-
TOTAL FUNCTIONS 1 - 9	\$ 64,505,704	\$ 8,482,937	\$ 11,653,888	\$ 11,545,928	\$ 3,310,213	\$ 3,534,311	\$ 103,032,981

SCHOOL DISTRICT No. 44 (North Vancouver)

Schedule A4.2

OPERATING FUND

AMENDED ANNUAL BUDGET - EXPENSE BY FUNCTION, PROGRAM AND OBJECT 2011/2012

FUNCTION	200		TOTAL	300-500	2011/2012	2011/2012
	TOTAL	EMPLOYEE	SALARIES	SERVICES	TOTAL	ANNUAL BUDGET
	SALARIES	BENEFITS	AND	AND	BUDGET	
			BENEFITS	SUPPLIES	EXPENSE	
1 INSTRUCTION						
1.02 Regular Instruction	\$ 58,241,067	\$ 13,909,797	\$ 72,150,864	\$ 4,473,026	\$ 76,623,890	\$ 75,455,294
1.03 Career Programs	195,335	40,417	235,752	98,750	334,502	334,502
1.07 Library Services	2,269,254	513,624	2,782,878	60,200	2,843,078	2,843,078
1.08 Counselling	2,348,977	545,812	2,894,789	25,500	2,920,289	2,920,289
1.10 Special Education	16,685,693	3,552,154	20,237,847	337,850	20,575,697	20,575,697
1.30 English as a Second Language	991,834	227,123	1,218,957	35,248	1,254,205	1,254,205
1.31 Aboriginal Education	905,694	198,744	1,104,438	34,500	1,138,938	1,138,938
1.41 School Administration	5,981,703	1,080,806	7,062,509	168,998	7,231,507	7,231,507
1.60 Summer School	353,678	81,461	435,139	12,000	447,139	447,139
1.61 Continuing Education	1,104,125	253,883	1,358,008	160,900	1,518,908	2,095,931
1.62 Off Shore Students	2,487,672	572,191	3,059,863	865,200	3,925,063	3,925,063
1.64 Other	290,314	45,588	335,902	905,277	1,241,179	827,802
Total Function 1	91,855,346	21,021,600	112,876,946	7,177,449	120,054,395	119,049,445
4 DISTRICT ADMINISTRATION						
4.11 Educational Administration	645,334	109818	755,152	303,600	1,058,752	1,058,752
4.40 School District Governance	141,137	18,348	159,485	101,700	261,185	261,185
4.41 Business Administration	2,183,241	403,798	2,587,039	707,800	3,294,839	3,144,839
Total Function 4	2,969,712	531,964	3,501,676	1,113,100	4,614,776	4,464,776
5 OPERATIONS AND MAINTENANCE						
5.41 Operations and Maintenance Administration	535,370	96,345	631,715	521,900	1,153,615	1,153,615
5.50 Maintenance Operations	6,925,011	1,391,210	8,316,221	2,226,784	10,543,005	10,571,721
5.52 Maintenance of Grounds	401,266	83,062	484,328	383,700	868,028	868,028
5.56 Utilities	-	-	-	2,124,500	2,124,500	2,299,500
Total Function 5	7,861,647	1,570,617	9,432,264	5,256,884	14,689,148	14,892,864
7 TRANSPORTATION AND HOUSING						
7.70 Student Transportation	346,276	70,386	416,662	80,000	496,662	496,662
Total Function 7	346,276	70,386	416,662	80,000	496,662	496,662
9 DEBT SERVICES (OPERATING)						
9.94 Interest on Temporary Borrowing	-	-	-	9,058	9,058	19,391
Total Function 9	-	-	-	9,058	9,058	19,391
TOTAL FUNCTIONS 1 - 9	\$ 103,032,981	\$ 23,194,567	\$ 126,227,548	\$ 13,636,491	\$ 139,864,039	\$ 138,923,138

Schedule .B.2..
of the
Administrative Memorandum

Meeting Date: February 21, 2012 Board Board, in camera

Topic (as per the Memorandum): **Land Management Community Engagement Process**

Narration:

At its Public Meeting on January 24, 2012, the Board of Education approved the following motion:

“Be it resolved that the Board establish an ad hoc Community Engagement Steering Committee, as described within this Administrative Memorandum of January 24, 2012 with a trustee appointed as chair of the committee. Further, that this ad hoc committee meets at the earliest opportunity and that the committee presents its plan for Community Engagement to the Board at the Public Board meeting of February 21, 2012.”

The Committee chaired by Trustee Forward includes Trustee Gerlach, Secretary Treasurer Young and Communications Manager Victoria Miles. The committee met on January 30, 2012 and February 13, 2012 and developed the attached *Land Management Community Engagement Framework*. The Framework emphasizes the Board’s community engagement objectives:

- To develop an open and accessible public engagement process that clearly and simply communicates land management issues, and the benefits to stakeholders of managing our lands.
- To clearly communicate the role of stakeholders and to provide options for getting involved.
- To listen to community input and utilize it to support the North Vancouver Board of Education (Trustees) to make informed decisions.

In order to meet the objectives of the public engagement process, the Committee is considering a variety of techniques to provide options for getting stakeholders involved. Options under consideration include public meetings, the development and distribution of information materials (eg. fact sheets, issue papers, paid advertisements), surveys, and focus groups. The committee will require a budget for professional communication support, technical support and the production cost of various print materials to maximize opportunities for two way public communications. A reasonable preliminary budget of \$35,000 has been identified at this stage which may change as the specifics of the engagement plan are developed

The Committee will need more time to develop the specifics of the community engagement plan and how best to achieve the community engagement objectives. It is therefore recommended that the Committee continue to develop the plan and return with a further update to the Board at the next public meeting.

Attachment: *NVSD Land Management Community Engagement Framework*

RECOMMENDED MOTION:

that the Board adopt the Land Management Community Engagement Framework attached to this Administrative Memorandum of February 21, 2012, and approve a preliminary budget of \$35,000 to fund the additional support required for the specifics of the community engagement plan. Further, that the ad hoc Community Engagement Steering Committee continue to develop the plan and provide a progress report at the March 27, 2012 Public Board meeting.

<p>PROJECT NAME</p>	<p><i>LETS TALK ABOUT:</i> How can we invest in children's education through land management?</p>	<p>Date:Feb 13, 2012</p>
<p>PROJECT OBJECTIVES</p>	<p>The community of North Vancouver is distinguished by high expectations for its public services, particularly public education. The desire for high-quality, diverse, personalized and enriched educational opportunities for students is widespread and challenges the School District to ensure that all its assets are managed to realize their full potential as resources, and possible revenue opportunities.</p> <p>At the same time, the primary funding of school district operations is centralized provincially, and not supported by local taxation. This scenario places limitations on our ability to increase our funding to support local educational initiatives. Within this environment, however, there exist a number of revenue opportunities for school districts to improve their financial resiliency in order to best serve student needs.</p> <p>When carefully managed, the land assets of the North Vancouver School District can strengthen its position as a provider of world-class educational programs and services. In balance, facilities rentals, short and long-term leases, and surplus land sales all offer potential for the School District to optimize its assets, increase revenues and better its financial ability to offer the rich diversity of programs and services expected by our community.</p> <p>It is important to ensure that the logic behind any lease and/or sale of land is sound and aligned with the value the community places upon a thriving public education system. As stewards of public funds, the School District must demonstrate that revenue from its asset management initiatives not only offers financial returns, but is in the best interests of students and the community over the long-term.</p>	
<p>KEY ENGAGEMENT PRINCIPLES</p>	<p><u>Transparency:</u> The North Vancouver Board of Education as the decision-maker will ensure that stakeholders and the public that are affected understand the scope of a pending decision, decision process and procedures, and any constraints on the decision-maker.</p> <p><u>Inclusiveness :</u>The North Vancouver Board of Education as the decision-maker will make a reasonable effort to include stakeholders and the public affected by a pending decision.</p> <p><u>Authenticity:</u> The North Vancouver Board of Education as the decision-maker commits to be influenced in the decision-making to a specific level that will be communicated in advance.</p> <p><u>Integrity:</u> The North Vancouver Board of Education as the decision-maker will address</p>	

	<p>public and stakeholder group input in an honest and forthright way.</p> <p><u>Commitment:</u> The North Vancouver Board of Education as the decision-maker will undertake a proactive approach to communications.</p>
<p>COMMUNITY ENGAGEMENT GOALS</p>	<ol style="list-style-type: none"> 1. To provide the public with balanced and objective information to assist them in understanding the problem, issues, alternatives, opportunities and/or solutions. 2. To listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced a decision. This means seeking input from stakeholders prior to making a decision, then advising stakeholders of decisions that have been made.
<p>COMMUNITY ENGAGEMENT OBJECTIVES</p>	<ul style="list-style-type: none"> • To develop an open and accessible public engagement process that clearly and simply communicates land management issues, and the benefits to stakeholders of managing our lands. • To clearly communicate the role of stakeholders and to provide options for getting involved. • To listen to community input and utilize it to support the North Vancouver Board of Education(Trustees) to make informed decisions.
<p>DECISION MAKING</p>	<ul style="list-style-type: none"> • Any decisions regarding land management whether lease/sale/ or partnership will be made by the Board of Education (Trustees). • Stakeholders will be advised of decisions made by the North Vancouver Board of Education(Trustees).

Schedule .B.3..
of the
Administrative Memorandum

Meeting Date: February 21, 2012 Board Board, in camera

Topic (as per the Memorandum): Community Learning Program - Renovation Costs

Narration:

A key goal within the Board of Education's 2011-2021 Strategic Plan is to develop and promote innovative and sustainable programs. One of the objectives identified as support to this goal is to develop and implement a consolidated alternate program (Community Learning Program) to meet a diverse range of student needs.

In advancing the *Strategic Plan* and its goals and objectives, the Board of Education approved Balmoral as the location for the North Vancouver School District Learning Centre (Community Learning Program) at the November 15, 2011 Public Board Meeting.

that the Board of Education approve the Balmoral facility as the future site for the North Vancouver School District Community Learning Program and that the Superintendent of Schools report back to the Board in February 2012 or earlier for approval of the complete renovation and moving costs to accommodate the Community Learning Program at Balmoral.

John Lewis, Superintendent of Schools, Ian Abercrombie, Director of Facilities and Planning, Patrick May, Architect with Pacific Atelier Ltd., Irene Young, Secretary Treasurer, and Mark Jefferson, Assistant Superintendent and Chair of the Community Learning Program Implementation Team and Chair of the Community Advisory Working Group, will present a report to the Board on the renovation and moving costs to accommodate the Community Learning Program at Balmoral.

Background

The primary focus of the Community Learning Program is to best address the needs of students and support student achievement. The process leading to the initiation and development of the Community Learning Program commenced early in the 2009/10 school year, with a continued focus and commitment during the subsequent two school years.

During the *Budget Challenge 2010* (Fall 2009) and the *Restructuring 2010* (Winter 2010) public consultations, the potential future configuration and delivery of Alternate Programs were identified as having potential for operational savings while also providing an opportunity to best address the needs of students and support student achievement.

The *Alternate Programs Working Group* comprised of representatives of the programs, the partner groups, and the community, explored the options of consolidation, cohabitation, and closures, and identified a wide variety of alternatives within these options. In addition to identifying key aspects and positive attributes of the current alternate programs, there was also an opportunity to examine how mainstream schools may increase their capacity to support the learning and development needs of students.

Schedule ..B.3.. (continued)

Narration (continued):

The Working Group Findings and input provided through the *Restructuring 2010* and the *Budget Challenge 2010* consultation processes served to reinforce the need to maintain the student as the central focus for the design and delivery of educational programs.

Through the creation of a new alternate program, the School District is proceeding with the design of the program to meet a broad spectrum of student needs and interests. This will enable the continuation of many of the positive attributes and best practices of existing programs to support students who have struggled in our mainstream secondary schools.

The Community Learning Program will provide an enhanced educational foundation to support student achievement, foster social/emotional learning, and enable alternate pathways to graduation. Current educational research and best practices from the School District's existing alternate programs will be retained, while recommended aspects of programs from other school districts will be incorporated. The program is for students in Grades 9 through 12 and will provide a focus on 21st Century Learning, personalized learning, and multiple pathways for success. The new program is provided in accordance with the BC Ministry of Education Alternate Program Policy.

To support students in the Community Learning Program, the facility and location requirements include: specialized instructional spaces, science labs, gymnasium, art/drama rooms, technology labs, and industrial shops, and a central location easily accessible by public transportation. Specialized instructional spaces provide opportunities for elective courses to support student success for graduation or school completion and will foster an improved sense of belonging. Consideration has also been made for the allocation of space to provide for additional community-based 'wrap-around services,' as required by the student population; i.e. youth workers and counselors.

The examination of potential sites for the Community Learning Program proceeded with the involvement of Pacific Atelier Architects Ltd. Sites were reviewed from various perspectives to determine their suitability to meet the needs of the educational program, support services, and their potential to address further community needs. Preliminary construction costs were identified for each of the potential sites to meet the facility requirements identified to support students in the Community Learning Program.

Upon the approval of Balmoral as the location for the North Vancouver School District Community Learning Program, preliminary design development proceeded with a focus on the requirements of the Community Learning Program and consideration of additional program options and potential community use for recreational purposes.

The renovation plans for Balmoral will enable the creation of a new, welcoming environment for our alternate program students, while simultaneously improving their access to quality instructional facilities. The school district will achieve benefits through the effective use of the Balmoral facility for an extended period of time, while also enabling operating and maintenance cost savings associated with the current facilities being used to accommodate our alternate programs.

The Board of Education held a Public Information Meeting at Balmoral Secondary School on January 10, 2012. The meeting provided an opportunity for the presentation of information related to the Community Learning Program including the initial renovation plans for Balmoral.

A Community Advisory Working Group has been established to provide advice on the operations of the North Vancouver School District Learning Centre at Balmoral, identify potential impacts in the immediate community, and suggest ways to mediate the identified concerns.

Schedule ...B.3..... (continued)

Narration (continued):

Patrick May, Architect with Atelier Pacific, will provide an overview of the schematic design for the renovations and functional upgrades to Balmoral, highlighting the identified requirements to support the students in the Community Learning Program.

Ian Abercrombie, Director of Facilities and Planning, will provide an update on the revised cost estimates as well as the timelines and phasing of work.

Irene Young, Secretary Treasurer, will identify the sources of revenue available to the Board of Education to fund the costs of renovation.

Mark Jefferson, Assistant Superintendent, will provide an update on the supports being provided to students, parents and staff to assist with the transition process.

John Lewis, Superintendent of Schools, will provide summary comments.

RECOMMENDED MOTION:

Recommended Motion: (Option 1)

that the Board of Education approves the renovations to Balmoral School at an estimated cost of \$2.5 million to accommodate and support the Community Learning Program.

that the Board of Education defers any further decisions regarding renovations to Balmoral School related to District Services and additional programs under consideration (Continuing/Adult Education and Joint Use/Recreational) until the Community Advisory Working Group process has concluded.

Recommended Motion: (Option 2)

that the Board of Education approves the expenditure of up to \$250,000 of the \$2.5 million estimated budget for the fees required to proceed with the schematic design, design development and working drawings for the renovations to Balmoral school to accommodate and support the Community Learning Program, and that the Secretary Treasurer report back to the Public Board meeting of May 2012 with a pre-tender estimate of the renovation costs and for final project approval.

that the Board of Education defers any further decisions regarding renovations to Balmoral School related to District Services and additional programs under consideration (Continuing/Adult Education and Joint Use/Recreational) until the Community Advisory Working Group process has concluded.

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

Meeting Date: February 21, 2012 Board Board, in camera

Topic (as per the Memorandum): North Vancouver Teachers' Association Presentation

Narration:

The Board has received a request from the North Vancouver Teachers' Association to make a presentation at the Public Board Meeting on February 21, 2012. The Association's ten-minute presentation will include examples of teacher successes in their schools and classrooms.

The North Vancouver Board of Education and the North Vancouver Teachers' Association have a mutual agreement on bargaining protocols. All comments and discussions relating to funding levels, legislation, and bargaining will be respectfully conducted at a high-level.

Schedule .C.2..
of the
Administrative Memorandum

Meeting Date: February 21, 2012 Board Board, in camera

Topic (as per the Memorandum): **Tuesday, January 31, 2012 Meeting of the Finance and Facilities Standing Committee**

Narration:

The Board will find attached a copy of the meeting notes from the January 31, 2012 meeting of the Finance and Facilities Standing Committee.

Trustee Barry Forward, Committee Chair, will report on highlights of the meeting.

Attachment: *Meeting Summary – Finance and Facilities Standing Committee*

**FINANCE & FACILITIES STANDING COMMITTEE
NORTH VANCOUVER SCHOOL DISTRICT**

Meeting Summary of January 31, 2012

Meeting Summary of the Board of Education's Finance and Facilities Standing Committee Meeting held at the Leo Marshall Curriculum Centre, 810 West 21st Street, North Vancouver, British Columbia on Tuesday, January 31, 2012.

Meeting Attendance:

Trustees, representatives of the Student Leadership Council (DSLCC), North Vancouver District Parents' Advisory Council (NVPAC), members of District Staff, parents and the community attended the meeting.

Call to Order:

Standing Committee Chair Barry Forward called the Finance and Facilities Standing Committee to order at 7:00 pm.

Capital and Annual Facilities Grant Needs - Presentation:

Ian Abercrombie, Director of Facilities and Planning, reviewed the School District's three year maintenance plan highlighting boilers, roofing and mechanical systems as areas of high need. In order to adequately maintain the School District's infrastructure, the School District needs approximately \$5 million annually but the Province is only able to provide \$3 million annually. Mr. Abercrombie also noted that the School District has in excess of \$150 million in major capital needs and that two of the School District's highest priority projects are the replacement/seismic upgrade of Argyle and Handsworth.

Covered Play Areas - Presentation:

Chair Barry Forward introduced this topic, and the various presenters. Secretary Treasurer Irene Young advised that this subject had been raised by the Highlands Parent community who were concerned that the replacement school was built without covered play areas whereas the original Highlands school had three covered play areas. Secretary Treasurer Young noted that Westview, Ridgeway and Lynn Valley Elementary Schools were all replaced in the past decade without covered play areas and that this had been a Facilities Department decision. The Board has no policy regarding school design or outdoor play areas.

Mark Murphy, District Runner with the Custodial staff, reviewed concerns about covered play areas from a facilities' design perspective. A case study demonstrated that covered play areas in publicly visible areas of the school site (example – Cleveland) do not create problems with graffiti and vandalism. Ian Abercrombie, Director of Facilities and Planning, discussed the costs and permit process of building a covered play area. A discussion of individual experiences with play areas followed the presentations.

2012/13 Budget Development Process Consultation:

Secretary Treasurer Irene Young reviewed the budget process that had been approved by the Board at its public meeting on January 24, 2012. Given that the Board envisions adding back \$1 million in new spending in the 2012/13 budget, it is proposed that the budget development process be similar to the process used last year. Partner group presentations are scheduled for the March 6, 2012 Finance and Facilities Standing Committee meeting and a discussion of priority spending is scheduled for the April 3rd Finance and Facilities Standing Committee meeting. Georgia Allison, Director of Financial Services, reviewed the 3-year budget projections explaining the changes from the previous year. She cautioned that the \$1 million in new spending is still tentative and is dependent upon the accuracy of the spending forecast in the current fiscal year as well as the Ministry funding announcement expected on March 15, 2012.

Future Meeting Topics:

Tentative topics for the Finance and Facilities Standing Committee meetings include:

- Strategic Energy Management Plan
- Partner group budget proposals

Next Meeting:

The next meeting of the Finance and Facilities Standing Committee will be Tuesday, March 6, 2012 at 7:00 pm at the Leo Marshall Curriculum Centre.

Schedule .C.3..
of the
Administrative Memorandum

Meeting Date: February 21, 2012 Board Board, in camera

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

Narration:

SEYCOVE – a field trip to Seattle WA, USA has been scheduled for March 2-3, 2012. The trip involves 63 Grade 9-12 students in the Jazz Band and Vocal Jazz program. The students will be accompanied by five teacher supervisors.

Students will travel by charter bus to and within the Seattle area, and will be accommodated overnight in a hotel. The cost per student is \$145, which will be paid by students.

The objective of this extracurricular trip is to perform in the Demiero Jazz Festival, to supplement the educational program offered in Senior and Intermediate Jazz Band and Vocal Jazz.

HANDSWORTH – a field trip to Japan has been scheduled for April 10-24, 2012. The trip involves 20 students in Grade 9, accompanied by two teacher supervisors and one additional Board Employee supervisor.

Students will travel by air to Japan, and by train and bus while there. Students will be accommodated in a hotel for part of the stay and be billeted with host exchange families. The cost per student is \$4,550 and will be paid by students. This participation cost includes the cost of activities undertaken in October while hosting the Chiba exchange students during their stay in North Vancouver.

The trip objective is to continue participation in the Handsworth/Inage (Chiba) Japan Exchange, which has been in existence for over 20 years. Students will experience the emerging reality of the global community, sharing discussions and activities with host students from Inage School. Students will also have the opportunity to visit historic and culturally significant sites.

SEYCOVE – a field trip to Whidby Island, WA, USA has been scheduled for May 28-31, 2012. The trip involves 12 Special Education students in Grades 8 through 12, who will be accompanied by one teacher supervisor and two additional Board Employee supervisors.

Students will travel by van and will be camping in a State Park campground. The cost per student for the trip is \$120 which will be paid by the students.

The purpose of the trip is to provide students with the opportunity to apply life skills such as cooking, cleaning, camping, and trip planning in the absence of their families, building self-esteem and self-reliance which also contributes to forming bonding relationships with peers and establishing an appreciation and respect for nature.

Schedule .C.4..
of the
Administrative Memorandum

Meeting Date: February 21, 2012 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 that will be highlighted in the *Superintendent's Blog* (<http://blog44.ca/superintendent>).

Schedule .C.5..
of the
Administrative Memorandum

Meeting Date: February 21, 2012

Board

Board, in camera

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

Narration:

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

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

Meeting Date: February 21, 2012

Board

Board, in camera

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

Narration:

Date and Time	Event	Location
Tuesday, Feb 28, 2012 at 4:00 pm	Towards the Future for Schools Standing Committee	Leo Marshall Curriculum Centre 810 West 21 st St, N Vancouver
Tuesday, Mar 6, 2012 at 7:00 pm	Finance & Facilities Standing Committee	Leo Marshall Curriculum Centre 810 West 21 st St, N Vancouver
Tuesday, Mar 27, 2012 at 7:00 pm	Public Board Meeting	Board Room - School Board Office 721 Chesterfield Ave, N Vancouver
Tuesday, Apr 3 2012 at 7:00 pm	Finance & Facilities Standing Committee	Leo Marshall Curriculum Centre 810 West 21 st St, N Vancouver
Tuesday, Apr 17, 2012 at 4:00 pm	Towards the Future for Schools Standing Committee	Leo Marshall Curriculum Centre 810 West 21 st St, N Vancouver
Tuesday, Apr 24, 2012 at 7:00 pm	Public Board Meeting	Board Room - School Board Office 721 Chesterfield Ave, N Vancouver

Schedule ...E...
of the
Administrative Memorandum

Meeting Date: February 21, 2012 Board Board, in camera

Topic (as per the Memorandum): **Public Question and 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.