



ADMINISTRATIVE MEMORANDUM

Meeting Place:

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

Format and Date:

PUBLIC BOARD MEETING
 Tuesday, October 22, 2013 at
 7:00 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chair 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		7:10 pm
A.4.	Approval of Minutes (that the minutes of the Public Meeting of September 24, 2013 be approved as circulated)	(no schedule)	7:15 pm
B.	Action Items		
B.1.	Corporate Banking Services – Signing Officers		7:20 pm
C.	Information and Proposals		
C.1.	North Vancouver Teachers' Association (NVTA) Pro D Report 2012/13		7:40 pm
C.2.	Learning Improvement Fund – 2013/14 Spending Plan		7:50 pm
C.3.	Organization of Classes Report – 2013/2014		8:10 pm
C.4.	Argyle Replacement Project - Update		8:15 pm
C.5.	<i>Land, Learning and Livability</i> - Update		8:20 pm



Meeting Place:

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

Format and Date:

PUBLIC BOARD MEETING
Tuesday, October 22, 2013 at
7:00 pm

		Estimated Completion Time
	(continued)	
C.6.	Tuesday, October 1, 2013 Meeting of the Towards the Future for Schools Standing Committee	8:25 pm
C.7.	Tuesday, October 8, 2013 Meeting of the Education and Programs Standing Committee	8:30 pm
C.8.	Out of Country Field Trips - Secondary	8:30 pm
C.9.	Superintendent's Report	8:35 pm
C.10.	Trustees' Reports	8:45 pm
D.	Future Meetings	8:45 pm
E.	Public Question & Comment Period	9:05 pm
F.	Adjournment	(no schedule) 9:05 pm

Georgia Allison
Secretary Treasurer

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

School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver), held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, September 24, 2013.

PRESENT: F. Stratton, Chair
B. Forward, Vice Chair
L. Bayne
C. Gerlach
C. Sacré

ABSENT: M. McGraw
S. Skinner

A.1. Call to Order

Chair Stratton called the meeting to order at 7:00 pm and welcomed those in attendance and noted that Trustees McGraw and Skinner would not be in attendance. The Chair extended a special welcome to Sarah MacIntosh, from the Student Leadership Council and thanked the partner groups in attendance.

A.2. Approval of Agenda

Following a request that item B.7. on the agenda indicate that the Savings Plan submission is in response to a Ministry directive, the agenda was amended.

Moved by C. Sacré
that the agenda be adopted as amended.
Seconded by B. Forward

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.

Daniel Storms, President of the North Vancouver Teachers' Association (NVTAs), spoke to agenda item B.7. Savings Plan Submission to the Ministry of Education, and the Association's opinion that it is unacceptable for the Ministry to download the cost of agreements to the school districts. Mr. Storms encouraged the Board to join other schools districts in voicing their concerns regarding the Savings Plan. He also indicated that the NVTAs members wish to be more involved in discussions during the budget process than in past years at the School District level, and felt the budget process should commence now.

A.4. Approval of Minutes – June 18, 2013

Moved by B. Forward
that the minutes of the public meeting of June 18, 2013 be approved as circulated.
Seconded by C. Sacré

Carried

A.5. Approval of Minutes – July 16, 2013

A correction to the minutes was requested in Section B.1. to correct a typographical error.

A.5. Approval of Minutes – July 16, 2013 (continued)

Moved by L. Bayne

that the minutes of the public meeting of July 16, 2013 be approved as amended.

Seconded by C. Sacré

Carried

A.6. Approval of Minutes – July 18, 2013

Moved by B. Forward

that the minutes of the public meeting of July 18, 2013 be approved as circulated.

Seconded by C. Gerlach

Carried

B.1. World Teachers' Day Declaration – October 5, 2013

Chair Stratton advised the Board that October 5, 2013 is World Teachers' Day. In 1994, UNESCO, the United Nations Educational, Scientific and Cultural Organization, dedicated October 5th as a day to celebrate and honour the teaching profession. UNESCO's slogan for 2013 World Teachers' Day is "A Call for Teachers", focusing on UNESCO's work on quality teachers for global citizenship and cultural diversity. The Canadian Teachers Federation slogan for World Teachers' Day in Canada is "Teachers: Pillars of Democracy".

Moved by B. Forward

that the Board declare October 5, 2013 as World Teachers' Day in North Vancouver School District.

Seconded by L. Bayne

Carried

B.2. Audited Financial Statements for the Year Ended June 30, 2013

Georgia Allison, Secretary Treasurer, tabled the 2012/2013 Audited Financial Statements that have been prepared consistent with the format prescribed by the Ministry of Education. Mr. Stephen Wurz, Director of Financial Services, and Ms. Lenore Lee from KPMG were introduced and invited to the table. The Secretary Treasurer noted this year's financial statement preparation and presentation has taken a great deal of extra time and effort as school districts moved from the Not For Profit (NFP) accounting standards to the Public Sector Accounting Board (PSAB) standards. Ms. Allison acknowledged the work done by Stephen Wurz and Patricia Bretner, Accounting Manager, as well as Ms. Lenore Lee.

In his presentation of the Audited Financial Statements, Stephen Wurz, Director of Financial Services, highlighted changes in the format as a result of the shift to Public Sector Accounting guidelines: the presented budget is now the Preliminary Budget rather than Amended Budget as was past practice; changes in the recognition of the Permanent Art Collection; a change in the recognition of Employee Future Benefits and moving certain programs from the Operating Budget to the Special Purpose Fund. Mr. Wurz reported a slight increase in total Cash and Cash Equivalents; a significant decrease in Accounts Receivable predominantly due to a decrease in construction project billings; an increase in Capital Assets due to completion of major construction projects at Carson Graham and the Education Services Centre; and a decrease in Current Liabilities. It was reported that the Operating Fund has a cumulative surplus of \$5,134,753 of which \$5.1M is appropriated for use in the 2013/14 and subsequent fiscal years; and the increase in the Capital Fund balance reflects the changes in Capital Assets purchased and additions to Local Capital, attributed primarily to the sale of the former administration building and delayed spending on the Queen Mary project. Further, it was reported that total revenue was approximately \$2M higher than projected due to greater enrolment than projected in Adult Education, Distributed Learning and Special Needs. Total Expenses were .02% greater than budgeted due to an increase in instruction costs and capital assets purchased primarily in technology; but expenses in District Administration and Operations and Maintenance were less than budgeted primarily due to vacancies in Financial Services and in certain trade positions.

B.2. Audited Financial Statements for the Year Ended June 30, 2013 (continued)

In response to Trustees' questions, Stephen Wurz, Director of Financial Services, and Secretary Treasurer Georgia Allison provided clarification that the Financial Statements now use the preliminary rather than the amended budget; the implementation of the LIF funding in the first year; and that academy fees were originally a school based revenue but are now located at the District level.

In presenting the Auditor's report to the Board, Ms. Lee noted that the financial statements for the fiscal year ending June 30, 2013 have been completed and along with the auditor's report have been submitted to the Board for its approval. With reference to the audit itself, Ms. Lee noted that staff were well prepared and there were very few items to be adjusted. Areas of review included: examination of capital funds, expenditures; review of accounting operations, sample documents as well as accounting of the Annual Facilities Grant. Ms. Lee reported that no significant deficiencies were discovered.

Trustees requested clarification from Ms. Lee regarding unvested benefits and in terms of employee benefits, the definition of the "stump" period.

The Board thanked Ms. Lee for her report and extended thanks to Mr. Wurz and staff for their work done on the financial statements.

Moved by B. Forward

that the Board approve the Audited Financial Statements and the Auditors' Report to the Board of Education of School District No.44 (North Vancouver) for the Year Ended June 30, 2013 as presented in Schedule B.2. of September 24, 2013.

Seconded by C. Sacré

Carried

B.3. Corporate Banking Services – Toronto Dominion Resolution Regarding Credit Facilities

Secretary Treasurer Georgia Allison introduced this item and noted that the agreement with the Toronto Dominion is a renewal of the banking services for a further term of five years, based upon a request for proposal issued by the School District on February 28, 2013. This contract is for a period of five years with the option of an additional two-year period.

Moved by C. Gerlach

that the Board authorizes School District No. 44 (North Vancouver) to borrow from the Toronto-Dominion Bank up to a maximum of \$8,350,000 for payroll services, employee expenses reimbursements, petty cash reimbursements, school funds transfers, vendor payments, letters of credit, and a line of credit.

Seconded by C. Sacré

Carried

B.4. Amended Annual Facilities Grant Capital Project Bylaw No. 126635-02

Secretary Treasurer Georgia Allison introduced this agenda item and advised that the Annual Facilities Grant (AFG) Capital Project Bylaw No. 126635 received third reading and was approved at the public Board meeting of May 28, 2013. On July 16, 2013, the Ministry of Education advised school districts that the annual amount for AFG would remain the same but the split between operating and capital has been changed.

Moved by B. Forward

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126635-02 be read a first time;

Seconded by L. Bayne

Carried

B.4. Amended Annual Facilities Grant Capital Project Bylaw No. 126635-02 (continued)

Moved by C. Sacré

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126635-02 be read a second time;

Seconded by C. Gerlach

Carried

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

Moved by L. Bayne

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126635-02 be read a third time, passed and adopted the 24th day of September 2013.

Seconded by B. Forward

Carried

B.5. Five-Year Capital Plan 2013-2014 (for Approval)

In introducing this agenda item, Superintendent John Lewis noted that each year boards of education are required to submit a five-year capital plan to the Ministry providing details on high priority projects needed for their school districts. The deadline for the adoption of a Capital Plan is October 1, 2013. The draft plan presented for the Board's approval has responded to the Ministry's focus on Facility Age, Condition and Seismic Risk.

Superintendent Lewis highlighted the process leading up to the presentation of the draft Capital Plan at the Finance and Facilities Standing Committee of September 17, 2013 including meetings with the Planning Departments of both municipalities to give full consideration to proposed, planned and approved housing developments and their projected impact on student enrolment. Following a review of the School District's long-range Facilities Plan and development of a School District Facility Plan, the School District's Capital Planning Committee met to review the findings and provide input in the identification of draft project priorities for the 2013-2014 Capital Plan.

A revision to the Draft Five-Year Capital Plan included in the agenda package was distributed to the Board. Superintendent Lewis reviewed the plan and highlighted requests to convert the Argyle Seismic Project to a Replacement Project; replacement of Handsworth Secondary (Ministry identified Seismic Project) and Seymour Heights Elementary; as well as replacement of a school bus. Superintendent Lewis noted that the School District must be selective in identifying first year projects due to the costs involved in preparation of required reports which run \$30,000-\$40,000 each.

The Superintendent responded to Trustees' questions regarding project costing; the inclusion of Argyle and Handsworth although approved for seismic upgrades, reinforces the Board's desire for replacement schools; timing of submissions of Project Identification Reports for both schools; and though Larson underwent a renovation in late 1990's, part of the school is still original construction, as well there is the consideration for capacity expansion.

Moved by B. Forward

that the Board, approve the 2013/2014 Five Year Capital Plan as presented at the Public Board meeting of September 24, 2013.

Seconded by C. Sacré

Carried

B.6. Argyle Secondary Capital Project

Secretary Treasurer Georgia Allison introduced this agenda item and highlighted the steps that led to the Ministry's announcement of a Seismic Upgrade to Argyle Secondary School. The project is estimated to be a cost of \$35M. The current estimate for a full replacement of Argyle Secondary is anticipated to be a cost of \$50M, a difference of \$15M. These numbers are preliminary, as both the Project Identification Report for a full replacement and the Project

B.6. Argyle Secondary Capital Project (continued)

Definition Report for a seismic upgrade are not yet finalized. Given the school was built in 1960 and many of the building systems are beyond their intended lifespan, the Board has advocated for full replacement.

The Ministry of Education has stated that any difference between a seismic upgrade and full replacement must be funded by the School District. The Ministry has also indicated that the School District will need to present a business case to identify how this funding will be generated. Through the Board of Education's *Land, Learning and Livability* community engagement process, surplus school sites have been identified. Some surplus properties have been leased to private schools for ten years; while others have been identified for possible sale or an extended long-term lease.

Secretary Treasurer Allison provided details of the current \$7.2M debt incurred in 2007 for the full replacement of Sutherland Secondary and completion of Westview Elementary and identified that proceeds of the sale of Ridgeway Annex will partially retire the debt. Any remaining debt balance will be covered through future land sales, as agreed between the Board of Education and the Ministry of Education.

Ms. Allison reported that the Ministry has provided disposition authority for Ridgeway Annex, Keith Lynn and Monterey sites. As previously noted, the Ministry will support funding only for seismic upgrades and school districts are being encouraged to dispose of surplus properties to bridge the funding gap between seismic and full replacement projects.

Following the Secretary Treasurer's report, there was discussion concerning the debt amount required to complete the replacement project at Argyle Secondary, consideration of the repayment of the debt through future disposition of land through sale or long-term leases, but not precluding the identification of other revenue streams.

A motion relating to the agenda item was moved but not seconded and therefore not considered.

Moved by C. Gerlach

that the Board of Education request borrowing authority from the Ministry of Education to a maximum of \$15M to finance the difference between the Provincial Government funding provided for the Seismic Upgrade and the cost of a full replacement of Argyle Secondary;

that the Ministry provide approval for the School District to proceed with a full replacement project for Argyle Secondary in place of the Seismic Upgrade project; and

that the repayment of this borrowing will be achieved through future land sales, land leases or other land disposition options by no later than June 30, 2023.

Seconded by L. Bayne

Carried

Superintendent Lewis advised that having received Board approval, a business case will now be submitted to the Ministry for the borrowing authority to proceed with a full replacement project in place of the Seismic Upgrade of Argyle Secondary. The Ministry will then indicate whether to proceed or not with a replacement. If the authority is granted to borrow the funds required for the replacement, the Ministry will establish the terms and conditions.

B.7. Savings Plan Submission to the Ministry of Education

Secretary Treasurer Georgia Allison introduced the agenda item and highlighted the Provincial Framework Agreement that was developed and included mid-August in collective agreements negotiations between boards of education and the Canadian Union of Public Employees (CUPE) representing support staff. Subsequent to that, the Ministry requested that all boards of education develop a Savings Plan to identify necessary resources within their individual budgets

B.7. Savings Plan Submission to the Ministry of Education (continued)

to pay for the proposed wage settlement as the Ministry indicated no additional funding would be forthcoming. On September 18, 2013, the Ministry announced a Framework Agreement had been reached with wage increases of 1% (July 1, 2013), 2% (February 1, 2014) and .5% (May 1, 2014).

The Ministry provided Guiding Principles, as noted in the Board Schedule, for the development of the Savings Plan as well as a template to assist in completion of the Savings Plan for submission by October 15, 2013. The North Vancouver School District Draft Savings Plan was presented at the September 17, 2013 Finance and Facilities Standing Committee.

A motion relating to the Ministry of Education Savings Plan Submission was moved but not seconded and therefore was not considered.

Moved by C. Sacré

that the Secretary Treasurer submit to the Ministry of Education the Savings Plan as instructed by the Ministry and as presented at the Finance and Facilities Standing Committee meeting of September 17, 2013; and that the Secretary Treasurer be authorized to make adjustments to the Savings Plan as necessary to meet the Ministry requirements.

Seconded by C. Gerlach

Carried

During discussion regarding the School District's budgeting process, the Chair confirmed that the process typically comes before the Board in January for approval prior to implementation. But given the Savings Plan impacts the Current 2013/14 Budget, the proposed changes will be treated as an amendment to the budget and essentially commences the budgeting process.

C.1. Artists for Kids Trust – 2012-2013 Annual Report

Superintendent John Lewis, introduced this agenda item and invited to the table, Yolande Martinello, Director of the *Artists for Kids Trust* and District Administrator of Fine Arts.

Noting that roughly 5,000 individuals enjoyed AfK programs during the 2012/13 school year, Ms. Martinello highlighted items from the report including: the Amess Trust Fund for the Artists for Kids is now back to the \$100,000 mark; three new acquisitions – Angela Grossman, Attila Richard Lukacs and Jack Shadbolt; and the generous donations and strong corporate sponsorships continue. Though the move to the new building presented some challenges, it has also presented a new revenue source as the space in the gallery is more frequently being rented for outside events. Ms. Martinello reported that programming now runs year round, with the ability to take on-line registrations and payments. AfK offered a moving outreach program in the fall, which was over-registered with 24 classes at schools on a waitlist, indicating that more of this programming needs to be built into the budget.

Looking forward to another highly successful year, Ms. Martinello thanked the Board for their support, and invited them to attend the upcoming Alistair Bell Exhibition.

In response to Trustees' questions, Ms. Martinello clarified that the outreach program is for grades 6 and 7; with a grade 5 drop-in program at the gallery; student art will be showcased in the rotunda outside the gallery; summer and spring camps are advertised through SchoolConnects, local newspapers and by email; that students in the AfK Academy, not only are from Carson Graham but also from other secondary schools; and that the gallery program and outreach program is an enrichment piece available to all students without a fee.

Superintendent Lewis publicly acknowledged the tremendous work done by Ms. Martinello over the last year of transition.

The Artists for Kids 2012-2013 Annual Report is available on line at the following link:
<http://www3.gordonsmithgallery.ca/Artists4Kids/AnnualReport/Pages/default.aspx>

C.2. 3-Year Operating Plan – Priorities for 2013/14

Superintendent of Schools John Lewis presented the School District's 3-Year Operating Plan and identified some of the highlights of the 2013/14 year and how they align to the School District's educational focus, transformational change and 3-Year Operating Plan priorities. Concluding his presentation, the Superintendent noted the first 3-Year Operating Plan is coming to an end and there will be a review of the plan and the framework established for the next 3-year cycle.

The *Welcome 2013/2014* presentation is available on the School District website (<http://www.sd44.ca>).

In response to questions, Superintendent Lewis reported the plan is communicated out through the Community Report, published each spring, and it was then noted that approximately 80% of goals had been accomplished. Further, Superintendent Lewis noted that a need has been identified for alternate methods of communication regarding ERASE to ensure all students are reached; with attention to the School District's counseling service delivery model and further discussion with Vancouver Coastal Health.

C.3. Land, Learning and Livability Community Engagement – Update

John Lewis, Superintendent of Schools, introduced this agenda item and provided a brief update on the status of the Board's work to date towards long-term management of School District surplus sites.

- Ridgeway Annex site – the Board has entered into a Purchase and Sales Agreement with Anthem Properties for the redevelopment of the former Ridgeway Annex site. An initial "Neighbourhood Meet and Greet" will be hosted by Anthem on September 25, 2013.
- Monterey Facility and Site – The Request for Proposal closed in mid-September. Proposals received are now being reviewed and evaluated, with shortlisting and interviews to take place in the coming weeks to identify a lead proponent before the end of October, with the objective to conclude negotiations by the end of January 2014.
- Plymouth Facility and Site – Negotiations continue with the Tsleil-Waututh Nation (TWN) for the development of a longer-term (20-year) lease. The TWN has been in contact with the District of North Vancouver (DNV) to discuss renovations to the facility for use as a skills and trades training program, as well as discussing the DNV's expectations around public consultation relating to the re-use of the facility. The TWN will likely be seeking a start date of January 2014 for the lease.
- Plymouth Facility and Site – Negotiations with the Tsleil -Waututh Nation (TWN) are expected to conclude by September 30th, with a report to the Board following that date to indicate whether an extension is necessary.
- Lucas Centre and Cloverley School and Site – There was an excellent response to the Expressions of Interest (REI) from qualified and experienced planning consultants to provide expertise, advice and support in facilitating the School District's land management planning process, particularly for the Lucas Centre and former Cloverley School site. Respondents are now being reviewed and evaluated to identify those who will be invited to submit a more detailed proposal. The timeline for selection and engagement of the Land Management Planning Services is scheduled for late October 2013.
- Keith Lynn Facility and Site and Ridgeway Annex Site – A number of separate meetings were held during the summer months. Groups are looking at their plans in relation to transportation, as well as moving forward with the property.

C.4. Tuesday, September 17, 2013 Meeting of the Finance & Facilities Standing Committee

Cyndi Gerlach, Chair of the Finance & Facilities Standing Committee, reported on the meeting where presentations focused on current capital projects and the development of the 5-Year Capital Plan, Annual Facilities Grant (AFG) work done in the summer and a draft of the Savings Plan required by the Ministry.

C.5. Out of Country Field Trips - Secondary

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

- Carson Graham Secondary School – field trip to Riddle, OR, USA (Aug 29-31, 2013)
- Handsworth Secondary School – field trip to Portland, OR, USA (Sep 12-14, 2013)
- Seycove Secondary School – field trip to Sosua, Dominican Republic (Dec 27/13-Jan 6/14)

C.6. Superintendent's Report

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

- Canyon Heights Artists – in June, the Superintendent attended a display of incredible animal masks that the students created in Ms. Haller's art class at Canyon Heights.
- The School District was proud to recognize June 21 as National Aboriginal Day in Canada.
- Graduates and Scholars – during this time of year when student success is recognized, the Superintendent extended his thanks and commended all the students who have provided so many reasons to be proud every day. Special recognition to Niyousha Bastani, the recipient of a TD Scholarship for Community Leadership valued at over \$70,000.
- AfK Scholarship Winners – each year four recipients are selected for a \$1,000 AfK Scholarship. Congratulations to Ayumi Hirose, Rhianna Collett, Hyun Young Yoo, and Olivia George.
- The Squamish Nation Education Department celebrated the First Nations Graduation Ceremony on June 24, 2013 with a graduating class of 32 students attending schools in North Vancouver, the North Shore and Squamish Valley.
- Mountainside Secondary celebrated its first Graduating Class of 48 graduates at a ceremony held at the Education Services Centre.
- 2012/13 End of Year Message – a remarkable year of achievements and significant progress.
- A Biology Olympian – congratulations to Carson Graham IB Diploma student Kian Sani for his high placement at the 2013 International Biology Olympiad in Bern, Switzerland.
- Welcome to 2013/14 – highlighting projects at Queen Mary and Mountainside, maintenance and facilities projects throughout the School District and a major technology upgrade, and looking forward to the year ahead.
- Welcome to our new International Students! – nearly 300 new students attending, students from 16 countries were welcomed to the orientation held at Windsor Secondary.
- ERASE Bullying - one of the most comprehensive anti-bullying and threat assessment strategies in Canada. A recent review of our comprehensive school codes of conduct resulted in some minor changes to our codes, and also provided assurance that our expectations of acceptable behavior are complementary to ERASE.
- Reconciliation Week in BC – Sep 16-22, 2013 – With ceremonies, gatherings and acts of remembering, the week's events recognize the thousands of Aboriginal children in our province who were taken from their families and sent to residential schools.

C.7. 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, including July 16 and 18, 2013
 - Board Planning meeting (Chair and Vice Chair)
 - Trustee Seminar/In Camera meetings
 - Finance & Facilities Standing Committee meeting
 - Outlook Training for Trustees

C.7. Trustees' Reports (continued)

1. Meetings attended by Trustees included (continued):
 - School tours at Lynn Valley and Argyle
 - Sustainability Leadership Team meeting – looking at ways for greater student, staff and parent engagement. City of North Vancouver has approached the School District to develop a Memorandum of Understanding to encourage safe and healthy ways to school. The City does have funding for the initiative. The District of North Vancouver also are discussing similar initiatives but with no funding available. Note: Oct 7-11 is *Walk to School Week*

2. Events attended by Trustees included:
 - Graduation ceremonies for Handsworth, Sutherland, First Nations, Mountainside
 - William Griffin Rec Centre Open House – current facility will be closed at the end of the year.
 - Trustee and Executive Year End dinner
 - NoVA dinner
 - Larson Elementary Terry Fox Walk
 - Presidents' Council Dinner meeting
 - Canadian School Board Association Annual General Meeting
 - Handsworth Secondary aerial photo, utilizing equipment developed by a Handsworth student
 - AfK Volunteer Recognition Tea

D. Future Meetings

Future public meetings of the Board are confirmed as follows:

Tuesday, Oct 1, 2013 at 4:00 pm	Towards the Future for Schools Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Oct 8, 2013 at 4:00 pm	Education & Programs Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Oct 22, 2013 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, 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.

Kristine Mactaggart Wright, has two children in school, brought to the Board's attention the difficulty and frustration she experienced with the process for transferring between schools within the District.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 10:02 pm and thanked those who attended.

Certified Correct:

Georgia Allison
Secretary Treasurer

Date

Franci Stratton
Chair, Board of Education

Date

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

Meeting Date: October 22, 2013 **Board** **Board, in camera**

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

Narration:

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

A resolution regarding Bankers and Signing Officers for the Toronto-Dominion Bank is required as a consequence of a review of internal controls and discussions with representatives of the Toronto-Dominion Bank. The resolution adds the Secretary Treasurer and the Director of Financial Services as signing authority to school based bank accounts.

Attachment:

Toronto Dominion – Resolution Re Bankers and Signing Officers

RECOMMENDED MOTION:

that the Toronto-Dominion Bank Resolution re: Bankers and Signing Officers as per Schedule B.1.(B) be approved.

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

A resolution regarding Bankers and Signing Officers for the Toronto-Dominion Bank is required as a consequence of a change in the operations of the Outdoor School. The resolution changes the signing authority to reflect the changes required in the operations of the Outdoor School.

Attachment:

Toronto Dominion – Resolution Re Bankers and Signing Officers

RECOMMENDED MOTION:

that the Toronto-Dominion Bank Resolution re: Bankers and Signing Officers as per Schedule B.1.(B) be approved.

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

RESOLVED:

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

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

**JOHN CAMERON LEWIS
GEORGIA ALLISON
MARK JEFFERSON
STEPHEN WURZ
FRANCI STRATTON
BARRY FORWARD**

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

- (3) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** (“Group B”) be and is/are hereby authorized for and on behalf of the Corporation from time to time to receive from the said Bank a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Bank the Bank’s form of verification, settlement of balance and release.
- (4) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore.
- (5) That North Vancouver School District Number 44 provides authority to individual schools to add and delete signatures of the Principal, Vice Principal and Administrative Assistant (“Group A”) only, with two signatures from Group A. For changes to the board members, two signatures from Group B. For cheques up to \$5,000.00 any two to sign, over \$5,000.00 two to sign (one signor must be either the Principal or one from Group B).

(6) That this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Bank at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.

We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **22nd** day of **October, 2013**.

Georgia Allison
Secretary Treasurer

John Lewis
Superintendent of Schools

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

RESOLVED:

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

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

**JOHN CAMERON LEWIS
GEORGIA ALLISON
MARK JEFFERSON
STEPHEN WURZ
FRANCI STRATTON
BARRY FORWARD**

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

- (3) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation from time to time to receive from the said Bank a statement of the account of the Corporation together with all relative vouchers and all unpaid bills lodged for collection by the Corporation and all items returned unpaid and charged to the account of the Corporation, and to sign and deliver to the Bank the Bank’s form of verification, settlement of balance and release.
- (4) That **GEORGIA ALLISON, Secretary and Treasurer** and **STEPHEN WURZ, Director of Financial Services** be and is/are hereby authorized for and on behalf of the Corporation to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore.
- (5) That the signing authority on the Outdoor School account [REDACTED] be any two of the Superintendent or the Assistant Superintendent or the Secretary Treasurer or the Director of Financial Services or any one of the Superintendent or the Assistant Superintendent or the Secretary Treasurer or the Director of Financial Services together with either the Board Chair or the Board Vice-Chair.

(6) That this resolution be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the Bank at which the account of the corporation is kept and receipt of such notice duly acknowledged in writing.

We certify that the above is a true copy of a resolution passed at a meeting of the Board of Education of School District No. 44 (North Vancouver) duly convened and regularly held in accordance with the law governing the said Corporation on the **22nd** day of **October, 2013**.

Georgia Allison
Secretary Treasurer

John Lewis
Superintendent of Schools

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

Meeting Date: October 22, 2013 **Board** **Board, in camera**

Topic (as per the Memorandum): **North Vancouver Teachers' Association (NVTA) Pro D Report 2012/13**

Narration:

Daniel Storms, President of the North Vancouver Teachers' Association (NVTA), and Judi Israel, the Association's Professional Development Chairperson, will present to the Board of Education the NVTA's Professional Development Report 2012 - 2013.

The Board of Education provides an annual grant of \$94,500 to the Association for the purpose of providing programs, services, and courses that promote and foster the professional development of teachers in the School District. The Professional Development Fund is administered and controlled by the Association. The NVTA submits to the Board an annual financial report.

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

Meeting Date: October 22, 2013 **Board** **Board, in camera**

Topic (as per the Memorandum): Learning Improvement Fund - 2013/14 Spending Plan

Narration:

On April 14, 2012, the BC Legislature passed *Bill 22 – 2012: Education Improvement Act*. *Bill 22* implemented a new provincial *Learning Improvement Fund* of \$195 million over a three-year period to help school districts and teachers address complex classroom composition issues. In the 2013/14 school year, \$60 million of the *Learning Improvement Fund* will be allocated provincially to classrooms with the greatest need. In 2014/15, the Fund will be increased to \$75 million.

School districts are able to use the funds to:

- Hire additional teachers and special education assistants
- Provide additional teaching time
- Support professional development and training for teachers
- Provide a reserve fund, not exceeding 30% of the estimated grant that may be used for any of the purposes described above, as the board considers appropriate.

A portion of the Learning Improvement Fund is dedicated to addressing a provincial agreement with the Canadian Union of Public Employees (CUPE, Local 389) related to the Support Staff Education and Adjustment Committee. Through consultation between the CUPE (Local, 389) President and the Superintendent of Schools, agreement was reached for the allocation of funds to provide additional paid hours (18.8 hours) to approximately 357 special education support staff. The minimum funding from the Learning Improvement Fund for 2013/14 required to address this commitment was \$200,070.

The Learning Improvement Spending Plan is developed through consultation processes that occur at both the school and District level. In addition to the consultations with CUPE, school-based consultation took place in May and June with Principals and Vice Principals discussing the classroom needs with staff, School Based Resource Teams and with Chief Staff Representatives.

Principals and Vice Principals identified priority needs in their submission for review by the Executive Committee. The North Vancouver Teachers' Association (NVTVA) consulted with teachers to identify priority needs at the classroom level. Based on the information gathered through the school-based consultation process, a tentative spending plan was developed for consultation with the President and Vice President of the NVTVA.

The tentative spending plan developed in May and June was considered an 'early' Spending Plan to identify needed resources for the start of the school year. The "early" Spending Plan provided for a reserve of funds that would be available to address needs identified in September, as adjustments to classes would occur.

ScheduleC.2.... (continued)

Narration (continued):

The Superintendent of Schools consulted with the President of the NVTA regarding the 'early' Spending Plan in May and June of 2013. Although there was considerable support for the additional resources identified for schools and the process of implementation, the President did not provide agreement to the tentative 'early' spending plan. The additional staffing resources identified in the 'early' spending plan were allocated to schools in June for school opening in September.

In September, consultation occurred at each school to review and consider any changes that may have impacted classroom needs and whether the additional resources received through the 'early' Spending Plan, were adequate to address these needs. Based upon this review and school-based consultation, Principals and Vice Principals reported to the Superintendent of Schools any revisions to the tentative spending plan that would address identified classroom needs. The NVTA reported that an informal consultation process occurred between teachers and the NVTA in regards to a review of the tentative spending plan in September.

The Superintendent of Schools consulted with the President and Vice President of the NVTA regarding the final tentative Spending Plan on October 11, 2013. Although considerable support was expressed for the additional resources identified for schools and the process of implementation, both in June and again in the fall as staffing resources were being allocated to schools, the President did not provide agreement to the final spending plan.

As a reserve fund has been identified within the Spending Plan, limited additional staffing resources will be available for allocation to schools during the balance of the school year to address complex classroom and composition demands.

In accordance with the *Learning Improvement Fund Regulation* ([BC Reg. 53/12](#)), John Lewis, Superintendent of Schools, will provide the Board with a report on the allocation of the *Learning Improvement Fund* submitted to the Ministry of Education.

Attachment:

Learning Improvement Fund Spending Plan summary – October 15, 2013

Learning Improvement Fund Spending Plan 2013/2014			
Elementary	Teaching staff	Cost	FTE
14 Schools	Learning Assistance and Learning Support Teacher	\$ 266,000	2.80
1 School	Additional division to address complex needs	\$ 101,650	1.07
1 School	Additional counselling time	\$ 9,500	0.10
District support	Speech and Language pathology	\$ 38,000	0.40
District support	Kindergarten intervention support	\$ 9,500	0.10
	Teaching staff sub-total Elementary	\$ 424,650	4.47
Elementary	Support staff (Education Assistants)		
14 Schools	Total allocation of 298 hours (avg. 21.3 / school)	\$ 403,544	8.51
	Support staff sub-total Elementary	\$ 403,544	8.51
Secondary	Teaching staff	Cost	FTE
3 Schools	Additional support blocks (2 per school) Social Emotional	\$ 82,650	0.87
	Teaching staff sub-total Secondary	\$ 82,650	0.87
Secondary	Support staff (Education Assistants)		
1 School	Increased allocation of 28.75 hours	\$ 38,932	0.82
	Support staff sub-total Secondary	\$ 38,932	0.82
	Elementary Spending Plan TOTAL	\$ 828,194	12.98
	Secondary Spending Plan TOTAL	\$ 121,582	1.69
	TOTAL	\$ 949,776	14.67
	Teaching Staff TOTAL	\$ 507,300	5.34
	Support Staff TOTAL	\$ 442,476	9.33
		\$ 949,776	14.67
TOTAL FUND	Grant provided by Ministry of Education	\$ 1,558,074	
CUPE Hrs	Portion of grant committed to SSEAC Agreement	\$ 200,070	4.00
Spending Plan	Identified expenditures prior to October 15	\$ 949,776	
In-service/training	Making Connections and First Nations In-service	\$ 30,000	
Reserve	Balance of funds available for balance of school year	\$ 378,228	

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

Meeting Date: October 22, 2013 **Board** **Board, in camera**

Topic (as per the Memorandum): **Organization of Classes Report 2013/2014**

Narration:

In May 2006, the Province of British Columbia passed the *Education (Learning Enhancement) Statutes Amendment Act* (Bill 33). The *Act* defined class size parameters, processes, and guidelines within the Province of BC. In compliance with the *School Act* (76.1 through 76.8), the Superintendent of Schools prepared a report of the *Organization of Classes 2011/2012* on September 30, 2011, and submitted it to the Board of Education and the North Vancouver Parent Advisory Council for review. The report was presented at a public Board Meeting, made available to the public, and submitted to the Minister of Education.

The Education Improvement Act (Bill 22) in the spring of 2012 was introduced to provide for the continuation of education services that had been impacted by teacher job action. The Education Improvement Act (Bill 22) resulted in significant changes to the School Act (Sections 76), and the introduction of new legislation regarding Class Size and Compensation and the Learning Improvement Fund.

Although the requirement for the reporting of the Organization of Classes is no longer required by legislation, the changes experienced from year to year are important indicators for the consideration of the Board when developing budget priorities.

The Organization of Classes Report 2013/2014 will be presented by John Lewis, Superintendent of Schools.

Schedule .C.A...
of the
Administrative Memorandum

Meeting Date: October 22, 2013 **Board** **Board, in camera**

Topic (as per the Memorandum): Argyle Replacement Project - Update

Narration:

At the September 24, 2013 Public Board Meeting, the Board of Education passed the following resolution:

That the Board of Education request borrowing authority from the Ministry of Education to a maximum of \$15M to finance the difference between the Provincial Government funding provided for the Seismic Upgrade and the cost of a full replacement of Argyle Secondary;

that the Ministry provide approval for the School District to proceed with a full replacement project for Argyle Secondary in place of the Seismic Upgrade project; and

that the repayment of this borrowing will be achieved through future land leases, land sales, or other land disposition options by no later than June 30, 2023.

In its October 1, 2013 letter to Minister Fassbender (attached) the Board of Education formalized its request for borrowing authority with the commitment of a repayment plan.

The Board's Approved 2013/2014 Five Year [Capital Plan](#), submitted to the Ministry of Education Capital Branch on October 1, identified the Argyle School Replacement Project as the top priority of the School District at an estimated cost of \$47,658,000. After review and consultation with the Ministry Capital Branch further adjustments were made to the cost estimates for the proposed full replacement project, resulting in a final cost estimate of \$48,014,000. In finalizing the Project Definition Report submitted to the Ministry for the approved Seismic Upgrade project, the final cost estimates were identified as \$39,142,000.

The difference in funding of \$8,872,000 will be funded by the North Vancouver School District through future land leases, land sales, or other disposition options. The Board is continuing with its Land Management Strategy, *Land, Learning and Livability* as an integral component of its process to achieve the funding necessary to support the request for a full replacement project at Argyle, rather than proceed with the approved Seismic Upgrade project.

In regards to the ability of the Board of Education to generate the funds necessary to support the costs beyond the funding for the Seismic Upgrade option for Argyle Secondary School, the Board received formal Ministry approval in April 2013 (Appendix D) for the disposition of three surplus properties including: Ridgeway Annex, Monteray, and Keith Lynn. Approvals were also provided in 2010 for the disposition of surplus land parcels at Argyle Secondary and Braemar Elementary.

On October 7, the Board of Education arranged and hosted a meeting with Minister Fassbender, MLAs Sultan, Thornthwaite and Yamamoto, Mayors Mussato and Walton, Council Members from the City and District of North Vancouver, and respective staff.

ScheduleC.4.... (continued)

Narration (continued):

The purpose of the meeting was to brief the invited guests on the Board's Land Management Strategy and to discuss the opportunity to proceed with the full replacement of Argyle Secondary based on the commitment of funds from surplus sites.

The Minister of Education expressed sincere appreciation for the initiative of the Board of Education in bringing the various levels of government together, recognizing the success of recent projects achieved through close collaboration, and encouraging continued innovative approaches for the future.

At the close of the October 7 meeting with the Minister, a series of next steps were identified to advance the request for Argyle Secondary to become a full replacement project. These included: 1) the need to develop and submit a business case to support the requested borrowing authority, 2) to identify the priority components of a Neighbourhood Learning Centre in consultation with the school community and municipality, 3) to identify any additional priorities of the school district for inclusion in a replacement school, 4) to identify partnership opportunities for the redevelopment of the school and site, and 5) to examine the procurement methods for the capital project in consultation with the Ministry Capital Branch.

The business case to support the requested borrowing authority was developed and submitted to the Ministry Capital Branch on October 11, 2013. The Capital Branch will forward the business case to the Ministry of Finance for review and assessment.

In anticipation of a positive response to the request for a full replacement project and the need to identify the scope of the project, School District staff will prepare for consultations with the school community and the District of North Vancouver. Although a replacement project has not yet been approved, preliminary discussions will greatly assist with the development of the budget for

The Board of Education has expressed its strong interest to proceed with the Replacement Option for Argyle at the earliest opportunity, with the approval of the Ministry and acceptance of the Board's business case to provide the funding beyond the amount provided for the approved Seismic Upgrade project.

Attachment:

Correspondence from Board Chair to Minister Fassbender re Argyle Secondary Full Replacement, Oct 1, 2013

October 1, 2013

The Honourable Peter Fassbender
Minister of Education
P.O. Box 9045, Stn. Prov. Govt.
Victoria, B.C. V8W 9E2

Dear Minister Fassbender:

The Board of Education has been considering the various options related to the Argyle Secondary School Seismic Upgrade project for some time now. We firmly believe that the only economical long-term option is to convert the Seismic Upgrade to a full replacement school. The Board also understands that the conversion of a Seismic project to a full replacement school will only be achieved if the Board commits to provide the funding to bridge the difference between the seismic and replacement costs.

Therefore, at the September 24, 2013 Public Board Meeting, the Board of Education passed the following resolution:

That the Board of Education request borrowing authority from the Ministry of Education to a maximum of \$15M to finance the difference between the Provincial Government funding provided for the Seismic Upgrade and the cost of a full replacement of Argyle Secondary;

that the Ministry provide approval for the School District to proceed with a full replacement project for Argyle Secondary in place of the Seismic Upgrade project; and

that the repayment of this borrowing will be achieved through future land leases, land sales, or other land disposition options by no later than June 30, 2023.

On behalf of the Board of Education, I respectfully request that you provide our Board the authority to move forward with a full replacement of Argyle Secondary based upon the Board of Education's commitment to fund the differential between a Seismic Upgrade and the full replacement project. I would further request that you provide the Board of Education authority to borrow up to \$15 Million as bridge financing that will be retired by June 30, 2023 through land disposition options.

The School District's current debt of \$7.2 million was incurred by the Board of Education in 2007 for the full replacement of Sutherland Secondary School and the completion of Westview Elementary School. This debt will be partially retired through the proceeds of the conditional sale of Ridgeway Annex. Any remaining balance of the debt will be covered through future land sales, as agreed between the Board of Education and the Ministry of Education in 2004. We anticipate the \$5.1M Ridgeway Annex sale to complete in the Fall of 2014.

.../2



Letter to Minister Fassbender
Full Replacement of Argyle Secondary
October 1, 2013
Page Two of Two



Should you have any questions related to this request, please contact Secretary Treasurer Georgia Allison (604.903.3470).

Thank you for your consideration of this matter.

Yours truly,
NORTH VANCOUVER BOARD OF EDUCATION

A handwritten signature in black ink, appearing to read "Franci Stratton".

Franci Stratton
Chair

FWS/mg

cc. Board of Education, North Vancouver School District
Doug Stewart, A/Assistant Deputy Minister, Resource Management Division
John Lewis, Superintendent of Schools
Georgia Allison, Secretary Treasurer

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

Meeting Date: October 22, 2013

Board

Board, in camera

Topic (as per the Memorandum):

Land, Learning and Livability Community Engagement - Update

Narration:

In the fall of 2010, the Board of Education began a process towards the development of a long-term land management initiative that culminated in the Board's approval of the *Surplus Land Retention and Disposition Strategy* at its Public Meeting on February 22, 2011.

The Board approved its *Community Engagement Principles, Goals and Decision-Making Framework* at its Public Meeting on February 21, 2012. Over the following four months, the Board engaged in its *Land, Learning and Livability*, a comprehensive series of community engagement and consultation events and processes, which included advertisements, chat and public dialogue sessions, regular website and blog updates, workshops, meetings, conversations, an open house and an on-line survey.

A key outcome of the *Land, Learning and Livability* community engagement and consultation processes was the identification of the next steps to facilitate the Board of Education's decision making, either on a per property basis or as groups of properties. The Board provided direction to the North Vancouver School District's Executive Committee to proceed with a series of recommendations to continue to advance the Surplus Land Strategy.

At the Public Board Meeting of September 18, 2012, the Board reviewed and adopted the revised land management *Guiding Principles* that incorporated the key themes identified through the community engagement and consultation process and additional input provided at a Trustee Seminar in September 2012.

At the Public Board Meeting of October 23, 2012, the Board received a report from the Executive Committee regarding Priority Educational Needs, identified through engagement with the Partner Groups. A breadth of needs was identified by the Partner Groups that could be partially addressed through proceeds generated through School District lands.

At the Public Board Meeting of December 11, 2012, the Board received a preliminary report from the Executive Committee on the concept of a Land or Community Trust. The report identified the need for further research and the need to engage the Ministry of Education in discussion related to the potential application of a Land or Community Trust for School District properties.

Based on the Board's adoption of recommendations at its June 19, 2012 Public Board Meeting, the Board proceeded with a Request for Proposals for Monteray, Plymouth Elementary, Ridgeway Annex and Keith Lynn with a closing date of September 30, 2012.

ScheduleC.5.... (continued)

Narration (continued):

Regular updates are being provided through the School District website, through e-mail distribution and at the Public Board Meetings to help keep the public informed of the Board's progress in relation to the identified surplus school sites.

A Land, Learning and Livability Community Consultation Update was published to School District's website in October. This update provides a status report on all properties identified as surplus and the main activities of the Board since the spring of 2012 to advance the School District's land management strategy.

<http://www.sd44.ca/Board/LandLearningLivability/Documents/LandLearningLivabilityUpdate20131001.pdf>

John Lewis, Superintendent of Schools will present the attached *Land, Learning, Livability Community Engagement Update* that highlights the identification of a lead proponent for the Monterey site, a revised process for the Plymouth facility and site and updates and site and progress related to the redevelopment of the former Ridgeway Annex and the Keith Lynn property. The update also refers to the outcome of the call for Expressions for land management planning services for the Lucas Centre and the Cloverley School site.

Attachment:

Land, Learning and Livability Community Engagement Update 131022

Land, Learning and Livability Community Engagement Update

Monterey facility and site

The review of the Requests for Proposal (RFP) for the Monterey site concluded with the identification of *Morningstar Homes Limited* (a Polygon Associate) as the lead proponent for the redevelopment of the site. The proposal from *Morningstar* responds well to the municipal expectations provided by the District of North Vancouver Planning Department. *Morningstar* proposes to develop low density, residential housing with innovative design concepts that utilize the existing topography and green spaces.

The Board will now engage in negotiations with *Morningstar* to achieve a Purchase and Sales Agreement no later than the end of January 2014.

Plymouth facility and site

Negotiations with the Tsleil-Waututh Nation (TWN) for the development of a longer-term (20-year) lease, enabling the re-use of the school as an educational facility for skills and trades training concluded in early October. Although both parties contributed significant time and energy to the lease negotiations, both parties were unable to come to terms that were mutually beneficial to both the Tsleil-Waututh Nation and the School District. The parties agreed to conclude negotiations, rather than proceed to a formal lease.

Both the North Vancouver School District and the Tsleil-Waututh Nation maintain a sound belief in the value of a skills and trades training program for young adults in North Vancouver. Both parties look forward to further collaborating on the concept in the future should a new opportunity arise.

The School District has invited each of the previously shortlisted candidates (Darwin Construction, Polygon Homes, Lions Gate Christian Academy, and the Tsleil-Waututh Nation) to submit a revised proposal for consideration by the Board. Options for consideration include purchase of the building and site, a pre-paid, long-term lease of the site, or a shorter-term lease of up to 10 years.

Proposals will be due in late November for review and evaluation during December. The identification of a lead proponent is anticipated during January 2014.

Ridgeway Annex site

Anthem Properties held their initial 'Neighbourhood Meet and Greet' on September 25 to commence the process of engaging the community in discussions related to the redevelopment options for the site. More than 400 invitations were provided to local residents and approximately 50 community members attended the initial meeting. Anthem also conducted a survey with the participants to determine their perspectives and to gain an understanding of how they would wish to be involved in the consultation process.

Keith Lynn facility and site

The School District is continuing to meet with representatives from the District of North Vancouver to examine various options for the potential disposition of the Keith Lynn site. The District of North Vancouver is interested in acquiring the site to support transportation plans for this area of the Municipality.

Lucas Centre and Cloverley School and site

The review and evaluation of the responses received to the Expressions of Interest for Land Management Planning services for the Lucas Centre and the former Cloverley School and site resulted in the shortlisting of three excellent qualified and experienced planning consultant teams. Each of the shortlisted candidates will submit a more detailed proposal and will participate in an interview with the Board of Education in late October, with the selection of the final team being determined in November.

The Board will continue its Community Engagement process to facilitate community input into the future use of the Lucas Centre and the Cloverley School in early 2014.

Communications UPDATE

The Land, Learning and Livability Community Consultation Update was recently updated for use during the meeting hosted by the Board of Education regarding the request for the replacement of Argyle Secondary School and attended by Minister Fassbender, MLAs, Mayors and Council Members of the City and District.

The October 1 update provides a current status report on all properties identified as surplus and the main activities of the Board since the spring of 2012 to advance the School District's land management strategy.

<http://www.sd44.ca/Board/LandLearningLivability/Documents/LandLearningLivabilityUpdate20131001.pdf>

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

Meeting Date: October 22, 2013 Board Board, in camera

Topic (as per the Memorandum): **Tuesday, October 1, 2013 Meeting of the Towards the Future for Schools Standing Committee**

Narration:

The Board will find attached a copy of the meeting notes from the October 1, 2013 meeting of the Towards the Future for Schools Standing Committee.

Trustee Mike McGraw, Committee Chair, will report on highlights of the meeting.

Attachment:

Meeting Summary – Towards the Future for Schools Standing Committee, October 1, 2013

TOWARDS THE FUTURE FOR SCHOOLS STANDING COMMITTEE
NORTH VANCOUVER SCHOOL DISTRICT
Meeting Summary of October 1, 2013

Meeting Summary of the Board of Education's Towards the Future for Schools Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia on Tuesday, October 1, 2013.

Meeting Attendance:

Trustees, representatives of the Student Leadership Council, the North Vancouver Parent Advisory Council, members of District Staff, the community, and members of the NVTAs attended the meeting. Trustee Mr. Mike McGraw, Chair of the Standing Committee, chaired the meeting.

Welcome and introduction:

Trustee McGraw provided a welcome and an overview of the meeting. The Standing Committees provide increased opportunities to share and receive information and input, to review and consider matters, and to make recommendations to the Board. The Standing Committee membership includes every trustee, representatives of all partner groups, and members of the public.

2012/13 Student Enrollment Update:

Mr. Greg Milner (District Administrator) provided an update regarding the registration for the School District for the 2013/14 school year. A total of 15,199 students have been enrolled at this time for the year. A total of 1112 Kindergarten students have been registered for September 2013. Mr. Milner reviewed historical data, which continues to confirm that although enrollment is relatively stable, there are more students exiting at the graduation level (grade 12) than are entering the system in Kindergarten. The K-10 level of enrollment is consistent at approximately 1100-1150 students per year.

3-Year Operating Plan Overview:

Mr. John Lewis, Superintendent of Schools, provided a brief overview of the 2011-2014 3-Year Operating Plan, with specific reference to the Goal to *Develop and Promote Innovative and Sustainable Programs*. An overview of the strategies identified within the 3-Year Operating Plan was provided, highlighting some of the progress achieved to date. Superintendent Lewis also discussed the matter that the present 3-Year Operating Plan would be concluding this school year, along with the development of a new 3-Year (2014-2017) Operating Plan.

Potential Expansion of Enhanced Programs and Board Authority Authorized Courses within School District #44 for the 2014/15 School Year:

Superintendent John Lewis outlined and presented the opportunities for expansion of Enhanced Programs within the School District. Please see attached document.

Interested individuals, or groups, desiring to expand upon the North Vancouver School District's present course, academy and Enhanced Program offerings should submit their "Application Brief", along with the criteria referenced in the document, no later than Friday, October 25, 2013.

Maureen Stanger, District Principal, outlined and presented the process for schools and teachers to submit their proposals and requests for Board Authority Authorized Courses. Ms. Stanger highlighted that the annual review and process of these submissions will ensue following the submission deadline of Friday, October 25, 2013.

Towards the Future for Schools Standing Committee
October 1, 2013
Page Two

General discussion:

Questions and comments were addressed through a feedback/information gathering process. Trustee McGraw, the Standing Committee Chair, thanked the presenters for an informative session and for the participation of those in attendance.

Next Meeting:

January 16, 2014 (7:00 p.m. at Carson Graham Secondary School)

District Specialty Programs

Application BRIEF

Guidelines

These guidelines are designed to assist in the preparation of proposals for new district specialty programs to be considered for introduction no earlier than September 2014. The Application Brief of no more than five pages should contain sufficient descriptive information to assist the decision-making process.

Preliminary Approval Process

Application Briefs will be considered by the Executive Committee to determine whether approval is to be provided on a preliminary basis. Applicants that receive preliminary approval will be contacted to arrange a meeting to discuss the proposed program in greater detail. This meeting will also include the identification of the next steps in the application process.

The Application Brief should include:

- A description of the need or demand for the proposed program within the school community and/or school district.
- An indication of support for the proposed program from teachers, administrators, and parents within the school and/or School District.
- The educational rationale for the program to be offered within the School District.
- The main educational goals of the program.
- The unique nature of the program that would add value to the school district.
- Implications of the proposed program, in terms of its impact on other school curricula or extracurricular offerings.
- A description of the delivery model of the program, including any potential partner organizations, or groups.
- How the program would be sustained in its operation.

All Application Briefs must be submitted to John Lewis, Superintendent of Schools, no later than October 25, 2013.

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

Meeting Date: October 22, 2013 **Board** **Board, in camera**

Topic (as per the Memorandum): **Tuesday, October 8, 2013 Meeting of the Education and Programs Standing Committee**

Narration:

The Board will find attached a copy of the meeting notes from the October 8, 2013 meeting of the Education and Programs Standing Committee.

As Trustee Susan Skinner, Committee Chair, was unable to attend the meeting, Chair Stratton will report on highlights of the meeting.

Attachment:

Meeting Summary – Education and Programs Standing Committee, October 8, 2013

EDUCATION AND PROGRAMS STANDING COMMITTEE
NORTH VANCOUVER SCHOOL DISTRICT
Meeting Summary of October 8, 2013

Meeting Summary of the Board of Education's Education and Programs Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia on Tuesday, October 8, 2013.

Meeting Attendance:

Trustees, representatives partner groups and staff attended the meeting. As Trustee Susan Skinner, Chair of the Standing Committee, was unable to attend Chair Franci Stratton chaired the meeting.

Literacy 44 – e-Book Launch:

The year's first Education and Programs Standing Committee meeting was a celebration of the newly designed Literacy 44 e-Book. Director Joanne Robertson, and District Administrator Kathleen Barter led a dynamic team of educators in presenting the new e-Book. Features of the e-Book include a highly interactive tool with model lessons, planning resources, assessment and instruction tools that enable classroom teachers to enhance their practice. There were 100 educators present and feedback on the new tool was extremely positive. Not only is the e-Book easily accessible to all our teachers via our new Learning Portal, it can be meaningfully used with all students via technology in the classroom. An additional feature is the ongoing ability to add model lessons from North Vancouver teachers. The presentation highlighted the resource as a tool for primary educators, intermediate educators, and high school educators. Overall the e-Book approach represents a new way to look at teacher development and student support by providing a more accessible, and intuitive tool kits that has an ongoing collaborative design.

Next Meeting:

November 19, 2013 (7:00 p.m. the Education Services Centre)

**Schedule .C,8...
of the
Administrative Memorandum**

Meeting Date: October 22, 2013

Board

Board, in camera

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

Out of Country Field Trips – Secondary

Narration:

Argyle – a field trip to Tacoma, WA, USA has been scheduled for February 14-15, 2014. The trip involves approximately 45 Gr 8-12 members of the Argyle Cheer Teams, who will be accompanied by two teacher supervisors and 2 other adult supervisors.

Students will travel by chartered bus and will stay overnight in a hotel. The cost per student is \$300 and will be paid by students.

The purpose of this extracurricular trip is to participate in the Spirit Cheer Competition for teams from the Pacific Northwest.

Seycove – a field trip to Anaheim, CA, USA has been scheduled for February 19-23, 2014. The trip involves approximately 80 Music students in Grade 9-12, who will be accompanied by six teacher supervisors, one additional Board Employee supervisor and one other adult supervisor.

Students will travel to by chartered bus to Seattle and will fly from Seattle to Anaheim. They will return by the same transportation means. Students will be accommodated in a hotel. The cost per student is \$1,560 and will be paid by students.

The purpose of this extracurricular trip is to supplement the educational program in Music, with attendance at Disney Performing Arts workshops and at clinics at a local university.

**Schedule .C,9...
of the
Administrative Memorandum**

Meeting Date: October 22, 2013

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.10..
of the
Administrative Memorandum

Meeting Date: October 22, 2013

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: October 22, 2013

Board

Board, in camera

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

Narration:

Date and Time	Event	Location
CANCELLED Tuesday, Nov 5, 2013 at 7:00 pm	Finance & Facilities Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Nov 19, 2013 at 7:00 pm	Education & Programs Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Nov 26, 2013 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

All meetings will take place on the 5th floor in the Mountain View Room, unless otherwise noted.
 Pedestrian Access: Main West Entrance at 2121 Lonsdale Avenue, proceed by elevator to 5th Floor
 Vehicle Access: Parkade Entrance off West 21st Street and Lonsdale Avenue, Parking Level P1 and proceed by elevator to 5th Floor.

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

Meeting Date: October 22, 2013 **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.