



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, February 18, 2014 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 January 21, 2014 be approved as circulated)	(no schedule)	7:15 pm
A.5.	Presentation: The North Shore Community Food Charter		7:30 pm
B.	Action Items		
B.1.	Memorandum of Understanding Between the Board of Education and the City of North Vancouver – Safe and Active Transportation to School		7:40 pm
B.2.	School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2013/14		8:00 pm
C.	Information and Proposals		
C.1.	Land, Learning and Livability Community Engagement - Update		8:10 pm
C.2.	Tuesday, February 4, 2014 Meeting of the Finance and Facilities Standing Committee		8:15 pm
C.3.	Out of Country Field Trips - Secondary		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, February 18, 2014 at
7:00 pm

		Estimated Completion Time
	(continued)	
C.4.	Superintendent's Report	8:25 pm
C.5.	Trustees' Reports	8:35 pm
D.	Future Meetings	8:40 pm
E.	Public Question & Comment Period	9:00 pm
F.	Adjournment	(no schedule) 9:00 pm

Georgia Allison
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 18, 2014 Board Board, in camera

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

Narration:

In accordance with Board Policy 104: Board of Education – Meetings, 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 Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, January 21, 2014.

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

A.1. Call to Order

Chair Stratton called the meeting to order at 7:00 pm and welcomed those in attendance. The traditional territorial lands of the Squamish Nation were acknowledged by the Chair.

Before the start of the meeting, the Chair acknowledged the unexpected passing of Tim Jones, team leader of North Shore Rescue, and the impact felt across the School District and the North Shore. Chair Stratton noted that everyone who knew Tim appreciated him for his passion and leadership in search and rescue, his advocacy for outdoor safety and his fundraising efforts to make a positive difference. Condolences were extended to his family, friends and colleagues.

A.2. Approval of Agenda

Moved by S. Skinner

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

Seconded by C. Sacré

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.

- Leanne Pruner, spoke to agenda item B.4. 2014/15 School Calendar Potential Options and encouraged the Board to support Option D.
- Daniel Storms, President of the North Vancouver Teachers Association (NVTA), also spoke to agenda item B.4. and commented on each of the options, noting the NVTA was not in support of Option C.
- Carolyn Pena, NVTA Vice-President, spoke to item B.1. and requested that the NVTA have more opportunity to provide feedback on the assessment handbook prior to the Board's adoption.

A.4. Approval of Minutes

Moved by B. Forward

that the minutes of the public meeting of December 10, 2013 be approved as circulated.

Seconded by C. Sacré

Carried

B.1. Communicating Student Learning K-12: Handbook for Assessment, Evaluation and Reporting

Superintendent of Schools John Lewis introduced this item and provided a brief background on how the School District has addressed changes in assessment practices in recent years initiated

B.1. Communicating Student Learning K-12: Handbook for Assessment, Evaluation and Reporting (continued)

by establishment of the Ministry of Education's *BC's Education Plan* and *Student Learning Assessment Order (M60/94)*, which sets out the requirements for provincial, national and international assessments.

Building upon the School District's identification of its "Four Pillars" of education practice (curriculum, instruction, assessment and socio-emotional learning), a committee was established in April 2011 to facilitate discussion and input about District assessment practices, as well as a review of the School District's policies concerning assessment: *Policy 203: Evaluation of Student Achievement and Reporting to Parents* and *Policy 209: Student Assessment*. Subsequently a District Assessment Team was established and commenced work on the development of a new resource.

Joanne Robertson, Director of Instruction, and Kathleen Barter, District Administrator, were invited to the table and introduced the resource entitled *Communicating Student Learning K-12: Handbook of Assessment, Evaluation and Reporting* and provided document highlights. Ms. Robertson noted that the key purposes of the handbook were to link and reinforce provincial and local Board policies; provide clarity and consistency for grading; to improve student learning and to define best practices. Ms. Barter spoke on the development of the handbook and the steps leading up to its presentation at Curriculum Implementation Day on January 17, 2014 as well as to School Based Administrators at workshops to be held the next week. The School District is also in presenting in January and February two workshops in Designs 2014, focusing on assessment and with over 100 teachers registered.

In response to Trustees' questions, Ms. Robertson and Ms. Barter provided clarification regarding: maintenance and updating of the "live" document; the evaluation and consultation that has taken place to date includes inclusion of teachers from each of the Family of Schools on the establishment of the District Assessment Team; the document has been posted to the Learning Services portal as a resource in its initial version with the understanding that it is a work in progress; recording progress and assessments in relation to the teaching of special needs students; and that the District Assessment Team would now review the feedback from Curriculum Implementation Day as well as any feedback that the North Vancouver Teachers' Association may wish to provide.

Moved by S. Skinner

that the Board requests the Superintendent, in consultation with the NVTA Executive, provide an opportunity to further consult with teachers on the *Communicating Student Learning K-12: Handbook for Assessment, Evaluation and Reporting*, prior to the Board adopting the document at a future Public Board meeting.

Seconded by B. Forward

Defeated

Moved by M. McGraw

that the Board adopt *Communicating Student Learning K-12: Handbook for Assessment, Evaluation and Reporting*, as attached to this Administrative Memorandum of January 21, 2014, and make it publicly available.

Seconded by C. Sacré

An amendment to the motion was put forward as well as a friendly amendment to replace the phrase *available after consultation with the NVTA Executive* and in its place, *available after a period of three weeks consultation with internal members*.

Moved by B. Forward

that the Board adopt *Communicating Student Learning K-12: Handbook for Assessment, Evaluation and Reporting*, as attached to this Administrative Memorandum of January 21, 2014, and make it publicly available after a period of three weeks consultation with internal members.

Seconded by L. Bayne

Carried

B.1. Communicating Student Learning K-12: Handbook for Assessment, Evaluation and Reporting (continued)

The Board thanked Ms. Robertson and Ms. Barter for their [presentation](#).

B.2. 2014/15 Operating Budget Development Consultation Process

Georgia Allison, Secretary Treasurer, introduced this item by reporting that the Board is in a stable financial position at this time and foresees a status quo budget for 2014/15.

The Secretary Treasurer noted that at this time every year, a budget consultation framework is developed in preparation of the Annual Budget. The proposed process involves the Board inviting its five partner groups: the North Vancouver Parent Advisory Council (NVPAC); District Student Leadership Council (DSLCL); North Vancouver Teachers' Association (NVRTA); Canadian Union of Public Employees (CUPE Local 389); and North Vancouver Administrators' Association (NoVA); and the public to attend budget information and discussion sessions that will provide opportunities for their input.

The Secretary Treasurer outlined the proposed timeline and procedures as noted in the Board Schedule and confirmed by the Chair of the Finance and Facilities Standing Committee, and noted that as required by the *School Act*, the 2014/15 Budget must be approved by the Board and submitted to the Ministry on or before June 30, 2014.

Ms Allison responded to Trustees' questions regarding: communication of the process to the parents and community will include an early notification to the partner groups, posting on the website's main page and a message through SchoolConnects; there will be an opportunity for discussion at each of three meetings (February 4, March 11, and April 8, 2014); and that website access for comments will be in place between March 11 and March 31, 2014.

The Secretary Treasurer noted that at the February 4, 2014 meeting, information will be provided regarding the Deloitte Service Delivery Project which was commissioned by the province to look at opportunities for shared services and identifying of efficiencies, for example, purchasing cards and VOIP communication systems.

Moved by B. Forward

that the Board of Education approve the proposed process and timelines for the development of the 2014/15 Operating Budget as identified in Schedule B.2. of the Administrative Memorandum of January 21, 2014.

Seconded by M. McGraw

Carried

B.3. Proposed Basketball Academy at Seycove Secondary for 2014-2015

Assistant Superintendent Mark Jefferson was invited to the table for items B.3, B.4. and C.1.

Superintendent of Schools John Lewis introduced this agenda item and noted that the *Report on the Proposed Specialty Academies for 2014-15* was presented at the December 10, 2013 Public Board meeting. The Board approved, in partnership with Seymour Dance, the establishment of a Dance Academy at Windsor Secondary for the 2014-15 school year. The Board also supported the establishment of an Elite E15 Hockey Academy at Sutherland Secondary School; deferring its implementation until a resolution could be reached between the North Shore Winter Club and the Canadian Union of Public Employees (Local 389). The Board also deferred its decision to introduce a Basketball Academy at Seycove Secondary School to the January 21, 2014 Public Board meeting.

Assistant Superintendent Mark Jefferson reported that, following further discussions with the proponents for the Basketball Academy, previously identified operational requirements and District standards for Academies have now been fully satisfied. These areas include partnerships with Basketball BC, Capilano University (coaching staff) and the North Vancouver Recreation

B.3. Proposed Basketball Academy at Seycove Secondary for 2014-2015 (continued)

Commission (use of Parkgate Community Centre gymnasium). Upon the Board's approval, final details with regard to programming will begin as well as confirmation of the respective School Planning Council's approval. In accordance with *School District Policy 706: School Fees*, final academy fee amounts (currently budgeted at \$110/month) will be established by the school principal, in consultation with the school staff and parents, as well as in discussion with the academy proponents.

Members of the Board expressed appreciation for the work that has gone into the development and implementation of this academy proposal.

Moved by C. Gerlach

that the North Vancouver School District proceed with the establishment of a Basketball Academy at Seycove Secondary School for the 2014-15 school year.

Seconded by S. Skinner

Carried

B.4. 2014/2015 School Calendar Potential Options

Superintendent John Lewis introduced this agenda item and reported that following the development of the 2013/14 school calendar, the School Calendar Steering Group was retained to continue their advisory assistance in 2013/14 to develop calendar recommendations for the 2014/15 school calendar. This steering group is comprised of partner group representatives from the North Vancouver Teachers' Association (NVTAs), Canadian Union of Public Employees (CUPE Local 389), North Vancouver Parent Advisory Council (NVPAC), students, and School District staff. The Steering Group has held three meetings; October 21, 2013, December 9, 2013 and January 13, 2014 to discuss and develop recommendations for the 2014/15 school calendar. [Summary notes of the discussions](#) have been posted to the School District website.

Assistant Superintendent Mark Jefferson elaborated on each of the four potential calendar options (Options A, B, C, and D included in the agenda package). In his presentation, Mr. Jefferson noted that it was important to highlight the guiding principles of the Steering Committee: no dramatic changes to the school calendar; look at students' best interests first; compliance with Ministry of Education requirements and compliance with Collective Agreement provisions. Mr. Jefferson referenced the Summary Notes of the January 13, 2013 Steering Group meeting documents (included in the agenda package) and noted the next steps upon receipt of the Board's recommendation will be a 30 day public review of the Draft 2014/15 calendar(s) and consideration of this input at the February 24, 2014 School Calendar Steering Group meeting.

Following the presentation, there was discussion and questions regarding the consultation process at local level and throughout other school districts; the realization that there is no perfect calendar and the need to mitigate too many disruptions; the observation that parents did not see value in adding minutes to the day; the consideration of November 10th resulting in a 4-day weekend (Option D) and the timing of this consideration; and the need to find a common ground using the guiding principles as previously identified.

Moved by B. Forward

that Pursuant to Section 87.01 (7) [school calendar] of the *School Act*, the Board will make the proposed school calendars **A, C, and D** publicly available for at least one month prior to the date that the school calendar must be submitted to the Minister of Education. And,

that the Board provides an opportunity for comments to be provided to the Board with respect to school calendars **A, C, and D** through electronic submission by no later than February 21, 2014.

Seconded by S. Skinner

Carried

Appreciation was extended to Assistant Superintendent Jefferson and Steering Committee members for the thorough and inclusive process.

B.4. 2014/2015 School Calendar Potential Options (continued)

Please note: Information about the 2014/15 School Calendar Potential Options is available on the North Vancouver School District

website: <http://www.sd44.ca/District/DistrictCalendar/SCSG/Pages/default.aspx>

C.1. Implementation of the Hockey Academy at Sutherland Secondary for 2014-2015

Superintendent of Schools John Lewis introduced this agenda item. As noted previously, the Board also supported and approved the establishment of an Elite E15 Hockey Academy at Sutherland Secondary School; deferring its implementation until a resolution could be reached between the North Shore Winter Club and the Canadian Union of Public Employees (Local 389).

The Superintendent was pleased to report that the North Shore Winter Club and its employees, members of CUPE Local 389, have settled their dispute. This resolution now enables the implementation of the Elite E15 Hockey Academy at Sutherland Secondary School to proceed for the 2014/15 school year. With the Board's approval, final details with regards to programming will begin and confirmation of the respective School Planning Council approvals will be obtained. In accordance with *School District Policy 706: School Fees*, final academy fee amounts will be established by the school principal, in consultation with the school staff and parents, as well as in discussion with the academy proponents.

On behalf of the Board, the Chair extended thanks to Assistant Superintendent Mark Jefferson for the work that has been done in the development and implementation of this academy.

C.2. Canadian Union of Public Employees (Local 389) Collective Agreement Ratification

Following the Chair's introduction, Secretary Treasurer Georgia Allison reported that the CUPE collective agreement expired on June 30, 2012. The Secretary Treasurer advised that on December 3, 2013 a Memorandum of Settlement for a revised CUPE Collective Agreement was signed. The agreement covers the period of July 1, 2012 to June 30, 2014 and includes a 3.5% wage increase. The Board and CUPE Local 389 ratified the agreement and the BC Public School Employers' Association (BCPSEA) approved the agreement on January 15, 2014.

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.

- Plymouth Facility and Site – Clarification meetings were held with each of the shortlisted proponents: Darwin Construction, Polygon Homes (Morningstar Development Ltd.) and Lions Gate Christian Academy. Following a review of each proposal, the Board identified a lead proponent with other proponents retained in reserve. At the evening's meeting, Superintendent Lewis announced that the lead proponent is Lions Gate Christian Academy. The School District will proceed with a Letter of Intent with the lead proponent to enter into good-faith negotiations and a due diligence period of up to 90 days. The Superintendent further advised that a public information meeting related to the re-use of the site and consistent with the District of North Vancouver public assembly policy requirements would now be rescheduled from January 28, 2014 to a date in February/March 2014.
- Lucas Centre and Cloverley School and Site – DIALOG Design continues with its preliminary review of the *Land, Learning and Livability* process to date, and held a preliminary planning session with the Board. From January through April, DIALOG will conduct a series of community engagement meetings and public open houses, followed by a survey in May. Meeting dates and times for stakeholder sessions and public open houses will be broadly communicated through the School District website, direct invitation and through the media.

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

- Monterey facility and site – Morningstar Development is now in the application phase with the District of North Vancouver for the redevelopment of the Monterey site. Morningstar reports good progress in working with the District in advancement of this project and have received strong community support through informal discussions.
- Ridgeway Annex – Anthem Properties has held two neighbourhood meetings with a total attendance of approximately 100 residents. As well, Anthem has established a website (www.ridgewayannex.com) to provide updates, hired a consultant for further community outreach, and engaged a facilitator. Regular and ongoing communication has also been maintained with the School District. Anthem is preparing its Development Application for submission to the City of North Vancouver with the anticipation of First Reading with Council in April.
- Argyle replacement project and request – a letter of response from the Ministry of Education Capital Branch, or the Ministry of Finance, is still forthcoming regarding the School District's request for borrowing authority to support the full replacement of Argyle Secondary.

C.4. Thursday, January 16, 2014 Meeting of the Towards the Future for Schools Standing Committee/Grade 7-8 Transition and Secondary School Enhanced Programs Information Night

Christie Sacré, Chair of the Towards the Future for Schools Standing Committee, reported on the meeting which took place at Carson Graham Secondary and was very informative and well attended. This information meeting focused on student transition from Grades 7 to 8 and the enhanced programs available in North Vancouver School District. Enhanced program staff manned information booths to allow students and parents the opportunity to meet and discuss the various programs.

C.5. Out of Country Field Trips - Secondary

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

- Argyle Secondary School – field trip to Australia/New Zealand (Mar 16-31, 2014)
- Argyle Secondary School – field trip to Las Vegas, NV, USA (Apr 6-9, 2014)
- Handsworth Secondary School – field trip to Japan (Apr 8-22, 2014)
- Seycove Secondary School – field trip to San Diego and Anaheim, CA, USA (Feb 9-16, 2014)

C.6. Superintendent's Report

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

- Sutherland Sabres Senior Boys Soccer Team win AAA Provincials-Claiming the title for the first time since 1986, the team has rejuvenated school soccer at Sutherland.
- Community Partnerships – The School District's partnership with Vancouver Coastal Health to provide clinic space for youth health at Mountainside Secondary demonstrates one of the District's key initiatives to work together for the benefit of our students and community.
- In the Spirit of Giving – staff and students in schools around the District made time in their busy day to organize various donation drives to help those in need including Blueridge Elementary School's "Books for Me" with donations collected at the ESC and Blueridge School; AFK Toy Drive; collection of non-perishable food throughout the District for the Harvest Project and the Food Bank; and funds raised at the ESC to assist the Canadian Red Cross Typhoon Haiyan relief fund in the Philippines.

C.6. Superintendent's Report (continued)

- Carson Graham Eagles Capture 2nd Place at AA Provincial Football Final -It was a heartbreaking 21-20 loss for the Carson Graham Eagles who won second place in the AA Provincial Football Final on November 30th at BC Place. Despite injuries, the team battled through, making it a close and exciting game right to the end
- Argyle Music Students Continue in the Spirit of Giving –54 boxes of food! Thanks to the big efforts of the students and their community, those in need will benefit during this particularly challenging time of year.
- School Choirs Perform at the Education Services Centre – staff at ESC were fortunate to have two schools come and perform. Thank you to Blueridge and Lynnmour Elementary Schools for the musical treat.
- New Year's Greetings from the Chair and the Superintendent touched on the reopening of Queen Mary Elementary; the pursuit of capital projects to rebuild Argyle and Handsworth Secondary Schools; community awareness of the land management consultation process regarding Cloverley and Lucas Centre sites.
- Education Services Centre Signs on for National Sweater Day Campaign on February 6th – ESC staff will take part in this event that challenges Canadians to turn down their thermostats – ESC thermostats will sit at 18 degrees Celsius for the entire day.
- Supporting the Transition: Grade 7-8 Information Night - congratulations to the organizers and student and staff representatives who made the 2nd annual Grade 7 to 8 Transition Information Night such a success with approximately 1,000 people in attendance.
- In Memoriam: Tim Jones, North Shore Rescue - Beginning with Tim's guidance and encouragement, we have begun work to further increase student awareness of outdoor safety across our School District. We want to assure everyone that this work will continue, and we consider it a part of Tim's legacy that will positively impact students for years to come

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 meeting
 - Trustee Seminar/In Camera meetings
 - Artists for Kids Management Committee meeting
 - Towards the Future for Schools – 7/8 Transition & Enhanced Programs Information event at Carson Graham Secondary
 - Board Chair meeting with MLA Jane Thornthwaite and BCSTA President Teresa Rezansoff
 - Education Week Planning Committee meeting
 - Sustainability Leadership Committee meeting
 - School Calendar Stakeholder Committee meetings
 - City of North Vancouver Advisory Planning Commission meeting
 - City of North Vancouver Parks and Environmental Advisory Committee meeting
 - Parent Advisory Council meetings at Larson and Ridgeway Elementary Schools and Carson Graham Secondary
 - BCSTA Metro meeting
 - Advocacy work regarding a playground at Lynn Valley School, improved traffic safety at Boundary School and traffic safety throughout the District of North Vancouver
2. Events attended by Trustees included:
 - Meeting re the Future of Capilano University, organized by MLA Ralph Sultan
 - Retirement Tea for Dr. Brian O'Connor (The View)
 - Handsworth Family of Schools Curriculum Implementation Day
 - District of North Vancouver Council Meeting, January 20, 2014
 - Christmas events at various elementary schools

D. Future Meetings

Future public meetings of the Board are confirmed as follows:

Tuesday, Feb 4, 2014 at 7:00 pm	Finance and Facilities Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Feb 18, 2014 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Mar 4, 2014 at 4:00 pm	Towards the Future for Schools Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Mar 11, 2014 at 4:00 pm	Finance and Facilities Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Mar 11, 2014 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.

There was no one wishing to speak.

F. Adjournment

The established agenda being completed, the Chair adjourned the meeting at 9:30 pm and thanked those who attended.

Certified Correct:

Georgia Allison
Secretary Treasurer

Franci Stratton
Chair, Board of Education

Date

Date

Schedule A.5.....
of the
Administrative Memorandum

Meeting Date: February 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **Presentation – The North Shore Community Food Charter**

Narration:

The North Shore Community Food Charter outlines a vision and principles around an integrated food system for the North Shore. It articulates shared community principles related to food production, distribution, access, consumption, processing and waste handling.

Vision:

The North Shore will be a place where:

- food is considered as a valuable resource at every stage of the food system continuum
- all people are able to access food, in a dignified manner, that is nutritious, safe and personally acceptable
- the environment is valued and protected from adverse impacts of the food system; and
- food and food cultures are celebrated.

Principles:

The North Shore Food Charter identifies five (5) principles generated through community consultation, which capture the values held by communities around the role of food. As signatories to this Food Charter we; citizens, community based organizations, local businesses and government bodies, commit to engaging in ongoing dialogue leading to action based on the following principles:

1. Health, Access and Equity
2. Environmental Responsibility
3. Government Leadership and Collaboration
4. Economic Vitality
5. Community Culture and Education

On behalf of the [North Shore Table Matters Network](#), Margaret Broughton, Public Health Dietitian from Vancouver Coastal Health, and [Emily Jubinville, Manager, Edible Garden Project](#), will present the North Shore Community Food Charter at this evening's meeting.

Attachment:

North Shore Community Food Charter



NORTH SHORE COMMUNITY FOOD CHARTER



This Charter outlines a vision and principles around an integrated food system for the North Shore. It articulates shared community principles related to food production, processing, distribution, access, consumption, and waste handling.

VISION

The North Shore will be a place where:

- Food is considered a valuable resource at every stage of the food system continuum
- All people are able to access food, in a dignified manner, that is nutritious, safe and personally acceptable
- The food system does not damage the environment and environmental stewardship is valued.
- Food and food cultures are celebrated.

PRINCIPLES

The North Shore Food Charter identifies five (5) principles generated through community consultation that capture the values held by communities around the role of food. As signatories to this Food Charter we; citizens, community based organizations, local businesses and government bodies, commit to engaging in ongoing dialogue leading to action based on the following principles:

1. Health, Access and Equity
2. Environmental Responsibility
3. Government Leadership and Collaboration
4. Economic Vitality
5. Food Culture and Education

1. HEALTH, ACCESS AND EQUITY

Health is vitally connected to the food we consume. Healthy communities are built, in part, when healthy choices are available and everyone has access to a safe, personally acceptable, nutritious diet that maximizes healthy choices and prevents disease.

We strive for everyone to have access to food choices that are:

- Safe, whole, fresh, minimally processed
- Of high quality across all North Shore jurisdictions
- Affordable for everyone
- Available with dignity and without barriers in all North Shore jurisdictions

2. ENVIRONMENTAL RESPONSIBILITY

The “food system” comprises a complex continuum from seed to plate and back to the earth that has a significant impact on the environment. We have a responsibility to reduce the collective environmental footprint of the food system while promoting community self-reliance.

We strive to:

- Support practices that protect or enhance all natural ecosystems through all stages of the food system
- Reclaim, recycle and repurpose food to the greatest extent possible
- Minimize the harmful environmental impact of food production, harvesting and consumption (including transportation, packaging, processing, etc.) whenever possible

3. GOVERNMENT LEADERSHIP AND COLLABORATION

Food security is an issue that crosses jurisdictional boundaries and cannot be addressed by a single governing entity on its own. North Shore communities will collaborate with regional, provincial and national governments in advocating on issues that affect community food security.

We strive to:

- Inform the public about food security initiatives and support initiatives being pursued in other jurisdictions
- Advocate around food system issues regionally, provincially and nationally
- Consider and promote food security in the development of regulations and policies

4. ECONOMIC VITALITY

Local food enterprises enhance the local economy. Every step of the food system from food production to processing, retail, preparation, consumption, composting and repurposing presents opportunities to strengthen the economy.

We strive to:

- Strengthen the local food sector’s growth and development
- Attract and promote innovative and viable food-centered enterprises
- Create jobs in our community by encouraging local food enterprise

5. FOOD CULTURE AND EDUCATION

Food brings people together and creates opportunities for people to share their food skills, traditions and knowledge contributing to a vibrant community.

We strive to:

- Promote the connection between food and mental, physical and spiritual health
- Celebrate and support food cultures
- Support information sharing, education and training for children and adults that builds awareness, skills and capacity for food literacy

Schedule B.1
of the
Administrative Memorandum

Meeting Date: February 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **Memorandum of Understanding Between the Board of Education and the City of North Vancouver – Safe and Active Transportation to School**

Narration:

On November 13, 2013, the City of North Vancouver Council received a report entitled “Child and Family Friendliness on the North Shore”. Incorporated in this report were several recommendations to work with community partners, including the Board of Education, to improve the “Child and Family Friendly” environment on the North Shore. Recommendations to Council were based upon the findings of two surveys commissioned by the North Shore Congress in the Fall of 2012. The surveys were designed to assess the level of child and family friendliness, as well as health and wellness across the North Shore.

One of the recommendations, made to the North Vancouver City Mayor and Council, was to work toward the establishment of a Memorandum of Understanding with the Board of Education to foster sustainable travel behaviours through advancing safe and active transportation to school. The attached Memorandum of Understanding is the result of that recommendation.

For the purposes of background information and context, an excerpt of the “Child and Family Friendliness on the North Shore” report, related to transportation, is included:

“City of North Vancouver residents are generally satisfied with transportation. According to the survey results, the key transportation improvements that families would like to see happen are:

- *Bus shelters that are easily accessible, stroller-friendly, and provide shelter from rain, wind, etc.;*
- *Safe routes for children to walk to school (e.g., walking school bus programs, safe and accessible walking paths);*
- *Safe drop-off and pick-up areas around school sites.*

Staff have identified family-friendly transportation, including access to schools, as an important area for improvement in the City of North Vancouver. Approximately 25% of parents indicated that they do not live within a 10 minute walk of an elementary school. Community development staff believe that the research's recommendations regarding active transportation have been addressed by the report of the Transportation Planner, dated September 18, 2013, entitled "Increasing Active Transportation Choices for Users of All Ages and Abilities". With respect to that report, Council unanimously endorsed the following resolution on October 7th, 2013:

PURSUANT to the report of the Transportation Planner, dated September 18, 2013, entitled "Increasing Active Transportation Choices for Users of All Ages and Abilities":

Schedule ...B.1.. (continued)

Narration (continued):

***THAT** staff continue to implement various infrastructure improvements and community transportation demand management initiatives to reduce barriers to active transportation for users of all ages and abilities as outlined in the September 18, 2013 report;*

***THAT** through the City's School Transportation Demand Management and Safe Routes to School Programs and by working with various partners and stakeholders, staff continue to identify and overcome barriers to walking and cycling to school and other destinations to make active transportation an appealing and safe daily activity for children and youth;*

***THAT** staff be directed to work towards the establishment of a Memorandum of Understanding with School District No. 44 (North Vancouver) to foster sustainable travel behaviours through advancing safe and active transportation to school;*

***THAT** a Children and Youth Traffic Safety Committee made up of representatives from the City, School District No. 44 (North Vancouver), private school, Parent Advisory Committees, RCMP, Bylaw Enforcement Department, and recreational centres be created to investigate opportunities to improve safety, access to active transportation choices, and reduce vehicular traffic around schools and other destinations frequently used by children and youth;*

***AND THAT** this report be forwarded to the Integrated Transportation Committee for their information."*

The North Vancouver School District Sustainability Leadership Team Committee met in September 2013 with Staff from the City of North Vancouver to discuss a draft of the Memorandum of Understanding. Positive feedback was received from the Sustainability Leadership Team Committee and the Memorandum of Understanding was further reviewed by Senior Staff. The finalized version of the Memorandum is attached.

Attachment:

Memorandum of Understanding – The Board of Education of School District No. 44 (North Vancouver) and the City of North Vancouver

RECOMMENDED MOTION:

that the Board supports the Memorandum of Understanding with the City of North Vancouver to foster sustainable travel behaviours through advancing safe and active transportation to school.

Memorandum of Understanding

The Board of Education of School District No. 44 (North Vancouver) and the City of North Vancouver (CNV) will work together to make school travel safer, to reduce transportation-related greenhouse gas emissions, and to promote active transportation towards improving the health of children and youth and fostering long-lasting sustainable travel behaviours.

Executed on the _____ day of _____, 2014 between

City of North Vancouver (“CNV”)

and

The Board of Education of School District No. 44 (North Vancouver) (“NVSD”)

WHEREAS: The Board of Education of District No. 44 (North Vancouver) is committed to providing welcoming, healthy, safe and sustainable facilities that enhance the learning and teaching environment.

WHEREAS: The Board of Education of School District No. 44 (North Vancouver) strives to develop and promote innovative and sustainable programs.

WHEREAS: The City of North Vancouver has taken a leadership role in supporting initiatives that improve community well-being through active living and strives to create a people-oriented, accessible and vibrant community.

WHEREAS: The City of North Vancouver emphasizes active modes of transportation, including walking, cycling, and transit, and is committed to reducing barriers to these modes for users of all ages and abilities.

NOW THEREFORE the parties agree as follows:

PURPOSE OF THE MOU

This MOU will establish a non-legally binding framework and set of principles for an enhanced approach for coordination and collaboration between the parties to support our shared interests relative to safe and sustainable school transportation. The combined influence and expertise of the parties are better applied together to support our common goals.

The parties to this MOU acknowledge that if they wish to jointly carry out specific initiatives that may arise out of this MOU, they will have to engage in further discussions and prepare further agreements and other documents duly authorized and executed to define, among other things, each party's responsibilities and other details.

This MOU is not an exclusive arrangement and does not restrict either party from pursuing their mandates, either on their own or in collaboration with any other party.

STATEMENT OF SHARED OBJECTIVES

- To provide welcoming and safe routes to schools
- To promote a healthy lifestyle among children and youth via active transportation
- To reduce driving to/from school and resulting traffic congestion around schools
- To reduce transportation-related greenhouse gas emissions

KEY AREAS OF FOCUS

- **Safe Routes to School Program.** To provide children and their families safe means of travel to and from school, with emphasis on more sustainable modes of transportation, including walking, cycling, carpooling, and public transit.
- **School Transportation Demand Management Program.** To raise awareness of the benefits of reducing vehicle trips to and from school, and develop initiatives to increase active transportation and reduce traffic congestion around schools.

GUIDING PRINCIPLES

The parties acknowledge the following guiding principles in developing and carrying out joint initiatives under this MOU:

- **Administrative Efficiency** - allocation of responsibility based on the respective strengths of each party and coordination of both parties' efforts to avoid any duplication of efforts and costs.
- **Simplicity** - choosing the simpler, more efficient and more cost-effective course of action.
- **Consistent Protocols** - developing and implementing simple, efficient and consistent protocols to facilitate and govern their collaborative efforts.
- **Mutual Respect** - acknowledging and respecting any limitations and obligations the other party may have
- **Compliance with law**- in carrying out joint initiatives the parties will comply with all applicable laws.

ADMINISTRATION AND IMPLEMENTATION

- **Management of the Collaborative** - The parties will, within 60 days of the effective date of this agreement, establish a staff or other representatives' level working committee to address issues of mutual interest. The steering committee will meet at least once each calendar year to establish annual committee work plans addressing areas and issues of mutual interest. The parties' representatives will also meet from time to time on an *ad hoc* basis to deal with issues outside the scope of the current work plan that are of mutual interest. Each of the parties agrees to acknowledge such initiatives in a timely way, and to assign staff or other representatives to meet with the representatives of the

other to deal with the issue to the extent that staff and other resources reasonably permit.

- **Expenditures** - each party is to bear its own costs in relation to meeting the aims and objectives of this MOU. All activities that may be carried out under this MOU are subject to the availability of funds and other resources.
- **Confidentiality of MOU** - parties understand that the content of this MOU is not confidential and that it may be shared with interested parties.
- **Intellectual property** - this MOU does not grant any right to either party to use each other's logos, trademarks or other intellectual property. Any such use will only be permitted through a legally binding agreement between the parties.

DURATION

- This agreement shall take effect upon the adoption of authorizing resolutions by the Council of the City and the School District Board.
- This agreement is subject to amendment from time to time by mutual agreement. Such amendment must be in writing and authorized by resolution of the Council of the City and the School District Board.
- This agreement will remain in effect unless terminated by either of the parties by providing no less than 60 days' notice in writing. In such event, the party wishing to terminate the MOU shall consult the other to determine the effect of such dissociation on activities in progress.

The parties have signed this memorandum of understanding as of the day and year first above written.

City of North Vancouver

By: Darrell Mussatto, Mayor

The Board of Education of School District No.44 (North Vancouver)

By: Franci Stratton, Chair

Schedule B.2
of the
Administrative Memorandum

Meeting Date: February 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for Fiscal Year 2013/14**

Narration:

This evening, the Board is being asked to adopt an Amended Annual Budget Bylaw for Fiscal Year 2013/14. 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 2013/14 fiscal year and includes numerous budget variations that have taken place since the adoption of the 2013/14 Preliminary Budget on May 28, 2013.

In the Amended Budget, the Board has increased its revenue budget by \$1,236,213 since the adoption of the Preliminary Budget in May 2013. This increase is primarily due to an increase in the Provincial Grant funding from greater than planned enrolment and changes to Other Revenue and Rentals and Leases. Appropriated Surplus of \$715,000 from the year ended June 30, 2013, has been applied to this year's revenue to cover the School Block Budget Carry Forward and the Savings Plan.

Total expenditures have also increased by \$685,555. This is largely attributed to increases in salaries from the Canadian Union of Public Employees (CUPE Local 389) wage increase, which is offset by the Savings Plan initiative, Block Budget Carry-forward and adjustments to some operating expenses to reflect anticipated cost increases.

Supporting Schedules 2, 3, and 4 provide details of the Operating, Special Purpose, and Capital Funds, respectively.

Attachment:

Amended Annual Budget School District No. 44 (North Vancouver) June 30, 2014
(includes Amended Annual Budget Bylaw for Fiscal Year 2013/14 on page 3 of the Amended Budget)

RECOMMENDED MOTION:

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2013/14 be read a first time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2013/14 be read a second time;

that School District No. 44 (North Vancouver) Amended Annual Budget Bylaw for fiscal year 2013/14 be read a third time, passed and adopted.

Procedural Note: (per section 68(4) of the *School Act*) the Board may not give a bylaw more than two readings at any one meeting unless the members of the Board who are present at the meeting unanimously agree to give the bylaw all three readings at that meeting.

Amended Annual Budget

School District No. 44 (North Vancouver)

June 30, 2014

School District No. 44 (North Vancouver)

June 30, 2014

Table of Contents

Bylaw	1
Amended Annual Budget - Revenue and Expense - Statement 2	2
Amended Annual Budget - Changes in Net Financial Assets (Debt) - Statement 4	4
Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund - Schedule 1	5
Amended Annual Budget - Operating Revenue and Expense - Schedule 2	6
Schedule 2A - Amended Annual Budget - Schedule of Operating Revenue by Source	7
Schedule 2B - Amended Annual Budget - Schedule of Operating Expense by Source	8
Schedule 2C - Amended Annual Budget - Operating Expense by Function, Program and Object	9
Amended Annual Budget - Special Purpose Revenue and Expense - Schedule 3	11
Schedule 3A - Amended Annual Budget - Changes in Special Purpose Funds	12
Amended Annual Budget - Capital Revenue and Expense - Schedule 4	14

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

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 2013/2014 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 2013/2014.
3. The attached Statement 2 showing the estimated revenue and expense for the 2013/2014 fiscal year and the total budget bylaw amount of \$165,108,315 for the 2013/2014 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2013/2014.

READ A FIRST TIME THE 18th DAY OF FEBRUARY, 2014;

READ A SECOND TIME THE 18th DAY OF FEBRUARY, 2014;

READ A THIRD TIME, PASSED AND ADOPTED THE 18th DAY OF FEBRUARY, 2014;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 44 (North Vancouver) Amended Annual Budget Bylaw 2013/2014, adopted by the Board the 18th DAY OF FEBRUARY, 2014.

Secretary Treasurer

School District No. 44 (North Vancouver)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2014

	2014 Amended Annual Budget	2014 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	15,249,750	15,062,000
Adult	21,563	30,000
Other	129,625	86,625
Total Ministry Operating Grant Funded FTE's	15,400,938	15,178,625
Revenues	\$	\$
Provincial Grants		
Ministry of Education	130,264,353	128,293,186
Other	150,000	150,000
Federal Grants	2,500	2,500
Tuition	7,243,000	7,243,000
Other Revenue	10,158,801	10,425,801
Rentals and Leases	1,550,850	1,750,850
Investment Income	402,000	402,000
Amortization of Deferred Capital Revenue	5,058,861	5,326,815
Total Revenue	154,830,365	153,594,152
Expenses		
Instruction	129,182,618	128,395,243
District Administration	5,083,089	5,194,388
Operations and Maintenance	24,114,236	24,112,609
Transportation and Housing	484,463	476,611
Debt Services	60,000	60,000
Total Expense	158,924,406	158,238,851
Net Revenue (Expense)	(4,094,041)	(4,644,699)
Budgeted Allocation (Retirement) of Surplus (Deficit)	715,000	2,115,441
Budgeted Surplus (Deficit), for the year	(3,379,041)	(2,529,258)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	(3,379,041)	(2,529,258)
Budgeted Surplus (Deficit), for the year	(3,379,041)	(2,529,258)

School District No. 44 (North Vancouver)

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2014

	2014 Amended Annual Budget	2014 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	140,025,912	139,312,557
Operating - Tangible Capital Assets Purchased	261,200	261,200
Special Purpose Funds - Total Expense	9,476,590	9,481,779
Special Purpose Funds - Tangible Capital Assets Purchased	722,802	1,327,242
Capital Fund - Total Expense	9,421,904	9,444,515
Capital Fund - Tangible Capital Assets Purchased from Local Capital	5,199,907	
Total Budget Bylaw Amount	165,108,315	159,827,293

Approved by the Board

Signature of the Chairperson of the Board of Education

Date Signed

Signature of the Superintendent

Date Signed

Signature of the Secretary Treasurer

Date Signed

School District No. 44 (North Vancouver)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2014

	2014 Amended Annual Budget	2014 Annual Budget
	\$	\$
Surplus (Deficit) for the year	<u>(4,094,041)</u>	<u>(4,644,699)</u>
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(984,002)	(1,588,442)
From Local Capital	(5,199,907)	(4,485,250)
From Deferred Capital Revenue	<u>(2,469,268)</u>	<u>(2,468,982)</u>
Total Acquisition of Tangible Capital Assets	<u>(8,653,177)</u>	<u>(8,542,674)</u>
Amortization of Tangible Capital Assets	<u>9,421,904</u>	<u>9,444,515</u>
Total Effect of change in Tangible Capital Assets	<u>768,727</u>	<u>901,841</u>
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
(Increase) Decrease in Net Financial Assets (Debt)	<u><u>(3,325,314)</u></u>	<u><u>(3,742,858)</u></u>

School District No. 44 (North Vancouver)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
 Year Ended June 30, 2014

	Operating Fund	Special Purpose Fund	Capital Fund	2014 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	5,134,753	-	96,936,209	102,070,962
Changes for the year				
Net Revenue (Expense) for the year	(453,800)	722,802	(4,363,043)	(4,094,041)
Interfund Transfers				
Tangible Capital Assets Purchased	(261,200)	(722,802)	984,002	-
Net Changes for the year	(715,000)	-	(3,379,041)	(4,094,041)
Budgeted Accumulated Surplus (Deficit), end of year	4,419,753	-	93,557,168	97,976,921

School District No. 44 (North Vancouver)

Schedule 2

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2014

	2014 Amended Annual Budget	2014 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	126,669,961	124,089,165
Other	150,000	150,000
Federal Grants	2,500	2,500
Tuition	7,243,000	7,243,000
Other Revenue	3,555,801	3,822,801
Rentals and Leases	1,550,850	1,750,850
Investment Income	400,000	400,000
Total Revenue	139,572,112	137,458,316
Expenses		
Instruction	119,791,028	118,998,464
District Administration	4,998,089	5,109,388
Operations and Maintenance	14,692,332	14,668,094
Transportation and Housing	484,463	476,611
Debt Services	60,000	60,000
Total Expense	140,025,912	139,312,557
Net Revenue (Expense)	(453,800)	(1,854,241)
Budgeted Prior Year Surplus Appropriation	715,000	2,115,441
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(261,200)	(261,200)
Total Net Transfers	(261,200)	(261,200)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 44 (North Vancouver)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2014

	2014 Amended Annual Budget	2014 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	123,578,498	120,997,701
Other Ministry of Education Grants		
Pay Equity	2,966,046	2,966,047
Scorer Training/Marker Training	18,842	18,842
Adult Education (Education Guarantee)	16,575	16,575
Carbon Tax Refund	90,000	90,000
Total Provincial Grants - Ministry of Education	126,669,961	124,089,165
Provincial Grants - Other	150,000	150,000
Federal Grants	2,500	2,500
Tuition		
Summer School Fees	90,000	90,000
Offshore Tuition Fees	7,153,000	7,153,000
Total Tuition	7,243,000	7,243,000
Other Revenues		
Miscellaneous		
Outdoor School	1,518,626	1,535,626
Reading 44 / Math 44 / ESC View Rentals	57,000	57,000
Band & Strings	508,375	508,375
Recoveries and Donations	147,000	147,000
Crossing Guards / School Meals / IEP	619,700	869,700
Artists for Kids	434,100	434,100
Academy Fees / BC Hydro Energy Program	271,000	271,000
Total Other Revenue	3,555,801	3,822,801
Rentals and Leases	1,550,850	1,750,850
Investment Income	400,000	400,000
Total Operating Revenue	139,572,112	137,458,316

School District No. 44 (North Vancouver)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Source
Year Ended June 30, 2014

	2014 Amended Annual Budget	2014 Annual Budget
	\$	\$
Salaries		
Teachers	63,518,759	63,518,759
Principals and Vice Principals	8,377,189	8,377,189
Educational Assistants	11,854,280	11,724,562
Support Staff	10,827,173	11,007,756
Other Professionals	3,258,395	3,483,692
Substitutes	3,282,253	3,370,435
Total Salaries	101,118,049	101,482,393
Employee Benefits	24,953,314	24,969,853
Total Salaries and Benefits	126,071,363	126,452,246
Services and Supplies		
Services	5,794,789	5,315,551
Student Transportation	144,000	144,000
Professional Development and Travel	626,317	626,317
Rentals and Leases	56,000	56,000
Dues and Fees	58,700	58,700
Insurance	390,500	390,500
Interest	60,000	60,000
Supplies	4,711,668	4,096,668
Utilities	2,112,575	2,112,575
Total Services and Supplies	13,954,549	12,860,311
Total Operating Expense	140,025,912	139,312,557

School District No. 44 (North Vancouver)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2014

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	49,590,041	2,716,528	1,626,130	1,378,629		2,159,652	57,470,980
1.03 Career Programs	12,109			182,310		9,261	203,680
1.07 Library Services	1,695,254	42,149	190,677	130,795		68,000	2,126,875
1.08 Counselling	2,096,363					52,000	2,148,363
1.10 Special Education	6,448,021	305,583	9,349,307	476,790		580,675	17,160,376
1.30 English Language Learning	915,740					33,500	949,240
1.31 Aboriginal Education	449,545	105,373	374,112			9,077	938,107
1.41 School Administration		5,102,183		987,473		118,401	6,208,057
1.60 Summer School	310,762			40,767			351,529
1.61 Continuing Education							-
1.62 Off Shore Students	1,991,924			84,908	88,475	30,000	2,195,307
1.64 Other				15,000	92,830	19,077	126,907
Total Function 1	63,509,759	8,271,816	11,540,226	3,296,672	181,305	3,079,643	89,879,421
4 District Administration							
4.11 Educational Administration					736,251		736,251
4.40 School District Governance					167,128		167,128
4.41 Business Administration		105,373		961,052	1,179,484	6,115	2,252,024
Total Function 4	-	105,373	-	961,052	2,082,863	6,115	3,155,403
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	9,000			51,976	642,356		703,332
5.50 Maintenance Operations				6,100,973	351,871	183,450	6,636,294
5.52 Maintenance of Grounds				397,727			397,727
5.56 Utilities							-
Total Function 5	9,000	-	-	6,550,676	994,227	183,450	7,737,353
7 Transportation and Housing							
7.70 Student Transportation			314,054	18,773		13,045	345,872
Total Function 7	-	-	314,054	18,773	-	13,045	345,872
9 Debt Services							
9.92 Interest on Bank Loans							-
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	63,518,759	8,377,189	11,854,280	10,827,173	3,258,395	3,282,253	101,118,049

School District No. 44 (North Vancouver)

Amended Annual Budget - Operating Expense by Function, Program and Object
Year Ended June 30, 2014

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2014 Amended Annual Budget	2014 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	57,470,980	15,169,961	72,640,941	3,859,281	76,500,222	75,999,899
1.03 Career Programs	203,680	43,074	246,754	169,850	416,604	412,384
1.07 Library Services	2,126,875	522,384	2,649,259	19,200	2,668,459	2,661,138
1.08 Counselling	2,148,363	543,757	2,692,120	25,500	2,717,620	2,717,620
1.10 Special Education	17,160,376	3,847,882	21,008,258	302,162	21,310,420	21,089,625
1.30 English Language Learning	949,240	239,691	1,188,931	160,500	1,349,431	1,349,431
1.31 Aboriginal Education	938,107	218,904	1,157,011	37,800	1,194,811	1,186,206
1.41 School Administration	6,208,057	1,404,834	7,612,891	153,125	7,766,016	7,801,366
1.60 Summer School	351,529	87,652	439,181	32,000	471,181	450,252
1.61 Continuing Education	-	-	-	-	-	49,500
1.62 Off Shore Students	2,195,307	547,425	2,742,732	748,300	3,491,032	3,489,099
1.64 Other	126,907	3,459	130,366	1,774,866	1,905,232	1,791,944
Total Function 1	89,879,421	22,629,023	112,508,444	7,282,584	119,791,028	118,998,464
4 District Administration						
4.11 Educational Administration	736,251	143,564	879,815	334,600	1,214,415	1,114,415
4.40 School District Governance	167,128	25,838	192,966	101,700	294,666	294,666
4.41 Business Administration	2,252,024	477,534	2,729,558	759,450	3,489,008	3,700,307
Total Function 4	3,155,403	646,936	3,802,339	1,195,750	4,998,089	5,109,388
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	703,332	134,451	837,783	633,800	1,471,583	1,466,987
5.50 Maintenance Operations	6,636,294	1,387,472	8,023,766	2,203,440	10,227,206	10,214,176
5.52 Maintenance of Grounds	397,727	83,841	481,568	399,400	880,968	874,356
5.56 Utilities	-	-	-	2,112,575	2,112,575	2,112,575
Total Function 5	7,737,353	1,605,764	9,343,117	5,349,215	14,692,332	14,668,094
7 Transportation and Housing						
7.70 Student Transportation	345,872	71,591	417,463	67,000	484,463	476,611
Total Function 7	345,872	71,591	417,463	67,000	484,463	476,611
9 Debt Services						
9.92 Interest on Bank Loans	-	-	-	60,000	60,000	60,000
Total Function 9	-	-	-	60,000	60,000	60,000
Total Functions 1 - 9	101,118,049	24,953,314	126,071,363	13,954,549	140,025,912	139,312,557

School District No. 44 (North Vancouver)

Schedule 3

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2014

	<u>2014 Amended Annual Budget</u>	<u>2014 Annual Budget</u>
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	3,594,392	4,204,021
Other Revenue	6,603,000	6,603,000
Investment Income	2,000	2,000
Total Revenue	<u>10,199,392</u>	<u>10,809,021</u>
Expenses		
Instruction	9,391,590	9,396,779
District Administration	85,000	85,000
Total Expense	<u>9,476,590</u>	<u>9,481,779</u>
Net Revenue (Expense)	<u>722,802</u>	<u>1,327,242</u>
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(722,802)	(1,327,242)
Total Net Transfers	<u>(722,802)</u>	<u>(1,327,242)</u>
Budgeted Surplus (Deficit), for the year	<u>-</u>	<u>-</u>

School District No. 44 (North Vancouver)

Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2014

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK	Metro Regional Implementation
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	211,201	-	-	2,500,000	-	-	-	-	210,331
Add: Restricted Grants									
Provincial Grants - Ministry of Education	183,801	1,558,074	27,800		224,000	61,250	284,440	1,043,826	
Other				6,500,000					83,000
Investment Income									2,000
	183,801	1,558,074	27,800	6,500,000	224,000	61,250	284,440	1,043,826	85,000
Less: Allocated to Revenue	395,002	1,558,074	27,800	6,500,000	224,000	61,250	284,440	1,043,826	85,000
Deferred Revenue, end of year	-	-	-	2,500,000	-	-	-	-	210,331
Revenues									
Provincial Grants - Ministry of Education	395,002	1,558,074	27,800		224,000	61,250	284,440	1,043,826	
Other Revenue				6,500,000					83,000
Investment Income									2,000
	395,002	1,558,074	27,800	6,500,000	224,000	61,250	284,440	1,043,826	85,000
Expenses									
Salaries									
Teachers		567,608					30,272	174,066	
Educational Assistants		577,756						404,856	
Support Staff					152,790			37,171	
Substitutes		30,000					10,000		
	-	1,175,364	-	-	152,790	-	40,272	616,093	-
Employee Benefits		266,190			32,208		9,709	137,462	
Services and Supplies		116,520		6,200,000	39,002	61,250	234,459	290,271	85,000
	-	1,558,074	-	6,200,000	224,000	61,250	284,440	1,043,826	85,000
Net Revenue (Expense) before Interfund Transfers	395,002	-	27,800	300,000	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(395,002)		(27,800)	(300,000)					
	(395,002)	-	(27,800)	(300,000)	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 44 (North Vancouver)

Amended Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2014

	Violence Prevention	TOTAL
	\$	\$
Deferred Revenue, beginning of year	23,734	2,945,266
Add: Restricted Grants		
Provincial Grants - Ministry of Education		3,383,191
Other	20,000	6,603,000
Investment Income		2,000
	<u>20,000</u>	<u>9,988,191</u>
Less: Allocated to Revenue	20,000	10,199,392
Deferred Revenue, end of year	<u>23,734</u>	<u>2,734,065</u>
Revenues		
Provincial Grants - Ministry of Education		3,594,392
Other Revenue	20,000	6,603,000
Investment Income		2,000
	<u>20,000</u>	<u>10,199,392</u>
Expenses		
Salaries		
Teachers		771,946
Educational Assistants		982,612
Support Staff		189,961
Substitutes		40,000
	<u>-</u>	<u>1,984,519</u>
Employee Benefits		445,569
Services and Supplies	20,000	7,046,502
	<u>20,000</u>	<u>9,476,590</u>
Net Revenue (Expense) before Interfund Transfers	<u>-</u>	<u>722,802</u>
Interfund Transfers		
Tangible Capital Assets Purchased		(722,802)
	<u>-</u>	<u>(722,802)</u>
Net Revenue (Expense)	<u>-</u>	<u>-</u>

School District No. 44 (North Vancouver)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2014

	2014 Amended Annual Budget			2014 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Amortization of Deferred Capital Revenue	5,058,861		5,058,861	5,326,815
Total Revenue	5,058,861	-	5,058,861	5,326,815
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	9,421,904		9,421,904	9,444,515
Total Expense	9,421,904	-	9,421,904	9,444,515
Net Revenue (Expense)	(4,363,043)	-	(4,363,043)	(4,117,700)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	984,002		984,002	1,588,442
Total Net Transfers	984,002	-	984,002	1,588,442
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	5,199,907	(5,199,907)	-	
Total Other Adjustments to Fund Balances	5,199,907	(5,199,907)	-	
Budgeted Surplus (Deficit), for the year	1,820,866	(5,199,907)	(3,379,041)	(2,529,258)

Schedule C.1
of the
Administrative Memorandum

Meeting Date: February 18, 2014 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.1.... (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.

In September 2013, the Board entered into a Purchase and Sales Agreement with Anthem Properties for the redevelopment of the former Ridgeway Annex site. In October 2013, a *Land, Learning and Livability Community Consultation Update* was published to the School District's website. 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 up until October 1, 2013.

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

In November 2013, the Board entered into a Purchase and Sales Agreement with Morningstar Development for the redevelopment of the former Monterey School site. The Board also proceeded with the selection of DIALOG Design to provide Land Management Planning services for the Lucas Centre and the former Cloverley School and site. Requests for Proposals for the re-use and/or redevelopment of the former Plymouth School and site were also received during the month of November.

John Lewis, Superintendent of Schools, will present the attached *Land, Learning, Livability Community Engagement Update* that highlights the selection process for the re-use and/or redevelopment of the former Plymouth School and site, the community engagement process being lead by DIALOG Design related to the Cloverley and Lucas sites, and status reports for the Monterey and Ridgeway Annex sites. Additional information will be provided regarding our request to the Ministry regarding a full replacement project for Argyle Secondary School.

Attachment:

Land, Learning and Livability Community Engagement Update 140121

Land, Learning and Livability Community Engagement Update 140218

Plymouth facility and site

The Lions Gate Christian Academy (LGCA) and the School District are now proceeding with the due diligence process and related lease negotiations. As part of the due diligence process, the Lions Gate Christian Academy will be meeting with the District of North Vancouver Planning Department to determine the process necessary for the proposed re-use of the building and the site. Once the dates for public meetings are confirmed, the School District will assist LGCA with communication to the broader community.

Lucas Centre and Cloverley School and site

DIALOG Design has commenced a community engagement process to identify potential future uses of the Lucas Centre and the Cloverley School and site. A five to six-month community engagement process is in place for this project in order to: inform about the project, including opportunities for involvement; educate about the land management process and what is possible for the future of the sites; obtain public input on priorities – hopes and concerns – and ideas; and demonstrate how input has been integrated into land management options.

Initial stakeholder meetings were held in late January to provide the opportunity for local community representatives to provide early input in advance of two public open houses planned for mid-February. These workshops involved a presentation on the project process and site analysis; an overview of the School District's land management planning process; and discussions in small breakout groups.

The first set of public Open Houses are scheduled for February 19 (at the Lucas Centre and February 20 (at Cloverley School). The Open Houses will be held from 5:00 to 8:00 p.m. in each location and will provide the opportunity for public input.

Additional stakeholder meetings and Open Houses will be scheduled for the month of April and will be followed by a survey in May, with the engagement process concluding in June 2014.

Monteray and Ridgeway Annex

Morningstar Development Ltd and Anthem Properties are continuing with the respective municipal process of the District and City respectively for Monteray and Ridgeway Annex.

Further information will be provided at the Public Board Meeting.

Argyle replacement project request

The status of our request for borrowing authority from the Ministry of Education Capital Branch, or the Ministry of Finance to support the full replacement of Argyle Secondary will be provided at the Public Board Meeting.

Schedule C.2
of the
Administrative Memorandum

Meeting Date: February 18, 2014 Board Board, in camera

Topic (as per the Memorandum): **Tuesday, February 4, 2014 Meeting of the Finance & Facilities Standing Committee**

Narration:

The Board will find attached a copy of the meeting notes from the February 4, 2014 meeting of the Finance & Facilities Standing Committee.

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

Attachment:

Meeting Summary – Finance & Facilities Standing Committee, February 18, 2014

FINANCE & FACILITIES STANDING COMMITTEE

NORTH VANCOUVER SCHOOL DISTRICT

Meeting Summary of February 4, 2014

Meeting Summary of the Board of Education's Finance and Facilities Standing Committee Meeting held in the Mountain View Room on the fifth floor of the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia, on Tuesday, February 4, 2014.

Meeting Attendance:

Trustees and representatives of the North Vancouver Teachers' Association, North Vancouver District Parents' Advisory Council, and North Vancouver Administrators (NoVA) attended the meeting, as did members of District Staff, and interested members of the public.

Call to Order:

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

2014-15 Operating Budget Development Consultation Process:

Standing Committee Chair Mike McGraw outlined the process and timelines for the Operating budget consultation process and the opportunities for the partner groups and public to provide input

Information Presentations:

- Financial Forecast to June 30, 2014
- Three-Year Forecast and Future Considerations
- Annual Facilities Grant (AFG) Plan
- Savings Plan
- Deloitte Service Delivery Project and Provincial Shared Services Opportunities

Stephen Wurz, Director of Financial Services, presented a summary level review of the forecast to June 30, 2014. This was followed by a three year forecast and 2014-15 budget considerations presented by Secretary Treasurer, Georgia Allison. Janson Ho, Director of Facilities and Planning, provided a preliminary estimate of where the Annual Facilities Grant may be directed in the 2014-15 fiscal year. Savings Plan considerations and the Capital net revenue projections were summarized by Georgia Allison, and Stephen Wurz provided highlights of the Deloitte Service Delivery project and Provincial Shared Services Opportunities. A question and answer period followed the presentations.

[Presentation Materials](#) are available on the School District Website.

Next Meeting:

March 11, 2014 (4:00 – 6:00 pm in Ocean View Room)

Schedule C.3
of the
Administrative Memorandum

Meeting Date: February 18, 2014 Board Board, in camera

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

Narration:

Windsor – a field trip to Obu, Japan is scheduled for April 18-27, 2014. The trip involves 16 Grade 10-12 students, accompanied by two teacher supervisors.

Travel to Japan will be by air, and transportation during the stay will include trains and buses. Accommodations will include hotel and home stay. The per-student cost of approximately \$3,300 will be paid by the students.

The purpose of this extracurricular trip is to continue participation in the school's long-standing cultural exchange with the Obu Secondary School. For students enrolled in Cultural Tourism 11/12, the trip will supplement their course studies. The trip will offer students the opportunity to experience Japanese school and home life during their hosted stay, as well as provide the opportunity for students to visit historical and cultural sites.

Seycove – a field trip to Las Vegas, Nevada USA has been scheduled for April 27-May 1, 2014. The trip involves 12 FLIGHT 11 students, accompanied by two teacher supervisors.

Students will travel by bus to Bellingham WA USA, fly to and from Las Vegas, and travel by rental van while there. Accommodation for students will be in a hotel. The trip cost is approximately \$1,250 per student, which will be paid by the students.

The purpose of this extracurricular trip is to supplement the FLIGHT 11 program unit on the "Cold War: Changing Identity in the Atomic Age". Students will have the opportunity to visit the Nevada Test Site, home to the majority of early atmospheric nuclear testing undertaken by the United States. By special permission of the US Department of Energy, students have been granted access to tour this facility.

Handsworth – a field trip to Italy has been scheduled for May 7-16, 2014. The trip involves 20 Grade 10-12 Socials Studies students, who will be accompanied by two teacher supervisors.

Students will travel by air to Italy. During their stay, they will travel by chartered bus and will be accommodated in hotels. The cost per student is \$3,900, which will be paid by students.

The purpose of this extracurricular trip is to supplement the educational program in Social Studies with visits to significant historical and cultural landmarks, the additional benefit being exposure to a foreign language and culture.

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

Meeting Date: February 18, 2014 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 18, 2014

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.

ScheduleD.....
of the
Administrative Memorandum

Meeting Date: February 18, 2014 Board Board, in camera

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

Narration:

Date and Time	Event	Location
Tuesday, Mar 4, 2014 at 4:00 pm	Towards the Future for Schools Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Mar 11, 2014 at 4:00 pm	Finance and Facilities Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Mar 11, 2014 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Apr 8, 2014 at 7:00 pm	Finance and Facilities Standing Committee	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, Apr 22, 2014 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.

ScheduleE.....
of the
Administrative Memorandum

Meeting Date: February 18, 2014 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.