

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 20, 2015 at
7:00 pm

			Estimated Completion Time
A.	Call to Order		
A.1.	Chair Gerlach'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 15, 2015 be approved as circulated)	(no schedule)	7:15 pm
A.5.	Student Recognition - <i>Canadian Living</i> Free the Children Award		7:25 pm
A.6.	Presentation – District Student Leadership Council Introduction		7:35 pm
B.	Action Items		
B.1.	Five-Year Capital Plan 2015/2016 (for Approval)		7:55 pm
B.2.	REPEAL Policy 410: School Planning Councils		8:00 pm
C.	Information and Proposals		
C.1.	North Vancouver Parent Advisory Council Annual Report 2014/15		8:15 pm
C.2.	Summer Learning Program Update		8:25 pm
C.3.	Preliminary Enrolment Update		8:35 pm

Please note that this meeting may be video and/or audio recorded as per the motion passed on December 9, 2014 and with Board Chair authorization.



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 Tuesday, October 20, 2015 at
 7:00 pm

		Estimated Completion Time
	(continued)	
C.4.	Learning Improvement Fund – Consultation Update and Final Spending Plan	8:45 pm
C.5.	Land, Learning and Livability Community Engagement - Update	9:00 pm
C.6.	Tuesday, September 22, 2015 Standing Committee Meeting	9:05 pm
C.7.	Tuesday, October 13, 2015 Standing Committee Meeting	9:10 pm
C.8.	Out of Country Field Trips - Secondary	9:15 pm
C.9.	Superintendent’s Report	9:20 pm
C.10.	Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)	9:25 pm
C.11.	Trustees’ Reports	9:30 pm
D.	Future Meetings	9:30 pm
E.	Public Question & Comment Period	9:50 pm
F.	Adjournment	(no schedule) 9:50 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: October 20, 2015 Board Board, in camera

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

Narration:

In accordance with Board Policy 104: Board of Education – Meetings (May 26, 2015 revision), the Board provides a ten (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 signup sheet in order to speak during the Public Comment Period. The signup sheet will be available in the Board Room from 6:50 – 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 signup 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, September 15, 2015.

PRESENT: C. Gerlach, Chair
M. Higgins, Vice-Chair
B. Forward
C. Sacré
S. Skinner
J. Stanley
F. Stratton

A. Call to Order

Chair Cyndi Gerlach 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.

A.2. Approval of Agenda

Moved by F. Stratton

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

Seconded by S. Skinner

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.

Clare Keating-Hisk, resident of North Vancouver, spoke to Item B.5. suggesting that a portion of the Year End Operating Surplus should be used towards implementing sound field systems in every classroom across the District.

A.4. Approval of Minutes

Moved by B. Forward

that the minutes of the public meeting of June 16, 2015 be approved as circulated.

Seconded by J. Stanley

Carried

A.5. Presentation – The Gordon and Marion Smith Foundation for Young Artists

Superintendent of Schools John Lewis introduced this agenda item and welcomed Mauro Vescera, Chair of the Gordon and Marion Smith Foundation for Young Artists, and Astrid Heyerdahl, Executive Director.

Continuing in the Foundation's support of the Artist for Kids Program (AFK), Mr. Vescera shared that the Smith Foundation has worked with the AFK Trust for over 10 years, making annual contributions to support programs, camps and operations. Mr. Vescera and Ms. Heyerdahl presented to Chair Gerlach and Yolande Martinello, Director of AFK, a cheque in the amount of \$55,000. Chair Gerlach thanked the Foundation for its continued support.

B.1. Orange Shirt Day Declaration - Every Child Matters – September 30, 2015

Introducing this agenda item, Chair Gerlach shared that September 30th is Orange Shirt Day, which recognizes the harm that the residential school system did to children's sense of self-esteem and wellbeing. The Orange Shirt Day of 2015 will be the third annual event to provide an opportunity to create meaningful discussion about the effects of Residential Schools and the legacy they have left behind.

Moved by F. Stratton

that the Board declare September 30, 2015 as Orange Shirt Day in the North Vancouver School District.

Seconded by S. Skinner

Carried

B.2. World Teachers' Day Declaration – October 5, 2015

Chair Gerlach advised the Board that October 5th 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 the 2015 World Teachers' Day is "empowering teachers, building sustainable societies". The Canadian Teachers Federation and its member organizations, through its public awareness campaign, highlight the contributions of the teaching profession.

Moved by C. Sacré

that the Board declare October 5, 2015 as World Teachers' Day in the North Vancouver School District.

Seconded by J. Stanley

Carried

B.3. World Mental Health Day Declaration – October 10, 2015

Chair Gerlach noted that October 10th is World Mental Health Day and is supported by the United Nations to raise public awareness about mental health issues worldwide. In 2015, the focus of World Mental Health Day is "dignity in mental health".

The World Federation for Mental Health supports the [Light up the World Purple Awareness Campaign](#), which asks organizations, schools, communities and landmarks to 'Light up Purple' for World Mental Health Day, commemorating the day that Amanda Todd passed away, to promote awareness. Visually, support will be shown by wearing purple and lighting up purple on Mental Health Day.

Moved by J. Stanley

that the Board declare October 10, 2015 as World Mental Health Day in the North Vancouver School District.

Seconded by F. Stratton

Carried

B.4. Audited Financial Statements for the Year Ended June 30, 2015

Georgia Allison, Secretary Treasurer, introduced the 2014/2015 Audited Financial Statements and invited Stephen Wurz, Director of Financial Services, and Lenora Lee, Audit Partner from KPMG LLP to the table and acknowledged the work that has been done by staff in preparation of the audit.

In his presentation of the Audited Financial Statements, Mr. Wurz highlighted that the financial statements have been prepared consistent with the format prescribed by the Ministry of Education.

Mr. Wurz reported an increase in total Cash and Cash Equivalents due to the proceeds received from the sale of the Keith Lynn and Monterey sites; a decrease in Accounts Receivable that was predominantly due to Annual Facilities Grant funding that was requested near the 2013/14 year

B.4 Audited Financial Statements for the Year Ended June 30, 2015 (continued)

end but was not received until early July; a decrease in liabilities primarily due to the accrual for repayment of the Operating Grant as a result of the teacher job action; and an increase in Trade accounts payable due to teacher job action.

It was reported that the Operating Fund has a cumulative surplus of \$8.50M, of which \$6.58M is appropriated for use in the 2015/16 fiscal year. A balance of \$1.91M remains as Unrestricted Surplus. It was noted that the District was required to return to the Province \$4.5M of strike savings.

Mr. Wurz reported that the Other Revenue category was favourable by \$790K, or 4.97%, which was primarily due to higher enrolment in Academy programs. Rentals and Lease revenue was under plan by \$115K due to deferred rent at the Westover site as well as the delayed commencement of rent at the Plymouth site. Total operating expenses were \$1.2M, or 0.9%, less than budgeted, which was primarily due to Services and Supplies savings associated with job action.

In response to Trustees' questions, Mr. Wurz, Secretary Treasurer Georgia Allison and Superintendent John Lewis provided clarification regarding: the sale of surplus land; expenses from the Municipal Election; a change in the payment of provincial grants to the North Shore Multicultural Society; employee pension plans; increased NVPAC grant; and decreased rental revenue.

In presenting the Auditor's report to the Board, Ms. Lee noted that the financial statements for the fiscal year ending June 30, 2015 have been completed and along with the auditor's report have been submitted with no qualifications to the Board for its approval. Ms. Lee noted that there were no adjustments to the audit, and thanked management and staff for their help during the audit process.

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, 2015 as presented in Schedule B.4. of September 15, 2015.

Seconded by C. Sacré

Carried

B.5. Year End Operating Surplus

Introducing this agenda item, Georgia Allison, Secretary Treasurer reported that the financial position of the North Vancouver School District is very positive, as demonstrated in the Audited Financial Statements for the Year Ended June 30, 2015, with a surplus of approximately \$1.9M. In order to assist in achieving a recommended targeted surplus of 2-3% of the total operating budget, it was suggested that the Board consider the one-time utilization of the \$1.9M Unrestricted Surplus.

Secretary Treasurer Allison shared budget priorities, that were previously approved by the Board at the May 26, 2015 Public Board Meeting, to assist in assembling initiatives for the Unrestricted Surplus.

Responding to Trustees' questions, Secretary Treasurer Georgia Allison, Superintendent John Lewis, Assistant Superintendents Mark Pearmain and Pius Ryan provided clarification regarding: integration of technology; environmental education; sound field proofing; release time for teachers; and confirmed that senior staff would provide more information on the proposed initiatives and ideas at a Trustee Seminar.

B.5. Year End Operating Surplus (continued)

Moved by B. Forward

that the Board direct senior staff to provide further details related to the above noted initiatives (A – E) for the Board to consider at a future Trustee Seminar.

Seconded by S. Skinner

An amendment to the motion was tabled to include:

Moved by J. Stanley

... (A – D) and in particular E and explore additional items to address the Budget Priorities identified at the May 2015 Board meeting...

Seconded by C. Sacré

Carried

An amendment to the amendment was tabled to include:

Moved by S. Skinner

... (A – D) and in particular exploring item E and the option of funding an exempt staff increase as outlined by the BCPSEA bulletin of July 2015...

Seconded by F. Stratton

Carried

The main motion as amended was adopted and carried, with the final wording being as follows:

Approved Motion with Amendment

that the Board direct senior staff to provide further details related to the above noted initiatives (A – D) and in particular exploring item E and the option of funding an exempt staff increase as outlined by the BCPSEA bulletin of July 2015, and explore additional items to address the Budget Priorities identified at the May 2015 Board meeting for the Board to consider at a future Trustee Seminar.

Carried

B.6. Audit Committee Recommendation

Secretary Treasurer Georgia Allison introduced this item, sharing that Trustees had expressed a desire to be better informed about the budget and financial statements, and wanted to consider options for developing the Annual (Preliminary) Budget. It was recommended that the Board consider the adoption of an Audit Committee as a vehicle to address these requests.

Responding to Trustees' questions, Secretary Treasurer Allison clarified that this committee would look at: financial stewardship and risk management; make recommendations for the process to collect public input during the budget process; and, provide regular updates to the Board. The recommended composition would consist of external financial experts with an understanding of internal controls that could support the elected officials and other members of the committee.

Moved by B. Forward

that the Board approve, in principle, the establishment of an Audit Committee as an ad hoc committee of the Board, and;

that the Board direct staff to develop a draft Terms of Reference for an Audit Committee that will be brought to a future Trustee Seminar for consideration.

Seconded by F. Stratton

Carried

C.1. Exempt and Management Compensation Update

Georgia Allison, Secretary Treasurer, introduced this agenda item and updated the Board on the amendment to the Management Compensation Freeze. Citing the BC Public Schools Employers' Association (BCPSEA) bulletins of June 29, 2015 and July 17, 2015 respectively, Secretary Treasurer Allison shared that during the summer months, District staff completed reports to support adjustments in exempt and management staff compensation. The Provincial Government has clarified that permitted increases are not to be applied as a general wage increase, but rather must be differentiated on the basis of achievement and performance, recruitment and retention risks and demonstrated salary compression or inversion to a maximum increase of 2% effective July 1, 2015, with an additional maximum increase of 2%, effective January 1, 2016.

It was noted that no provincial funding is being provided for adjustments to exempt and management staff compensation, boards of education will need to approve any requested adjustments and provide funding through their existing operating budget. Secretary Treasurer Allison stated that the Board will be kept apprised of progress as information becomes available.

C.2. Land, Learning & Livability Community Engagement – Update

John Lewis, Superintendent of Schools, introduced this agenda item and provided a brief update on Ridgeway Annex, the Braemar parcel, and the request to the Ministry of Education to proceed with Argyle as a full replacement project, rather than the approved Seismic Project. A Public Hearing for the proposed redevelopment of Ridgeway Annex is going to be held on Monday, September 28, 2015 at North Vancouver City Hall. Wedgewood Developments will be hosting a Public Meeting at 7:00 p.m. on September 17 at Braemar Elementary to discuss the Braemar parcel. Killick, Metz, Bowen and Rose Architects and Planners (KMBR) are engaged as the lead consultants for the Argyle project. Superintendent Lewis shared that KMBR have extensive experience in the design and construction of schools in BC, with North Vancouver School District experience including the Sutherland Secondary School replacement project.

C.3. 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:

- Seycove Secondary School – field trip to Seattle, Washington, USA (September 18-19, 2015)

C.4. Superintendent's Report

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

- Changing Results for Young Readers
- District Elementary Track & Field Meet at Swangard
- School Sports 2014/15
- Sutherland Family of Schools Celebration of Belonging
- Sutherland Schoolyard Market
- Grad Activities and the New School Year
- Welcome to the 2015/16 School Year

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

Trustee Skinner shared that the deadline for all motions to be received for the BCSTA's Provincial Council Meeting is September 18, 2015 and asked that the District put forward a motion to advocate for the amended exempt and management compensation freeze. Chair Gerlach noted that the BCPSEA was announcing the committee members for the School District and Government Advisory Committee within the next week.

C.6. Trustees' Reports

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

1. Meetings attended by Trustees included:
 - Public Board Meeting
 - Trustee Seminar
 - BCSTA Aboriginal Education Committee Summer Planning Meeting
 - CNV Parks & Environment Advisory Committee
2. Events attended by Trustees included:
 - Graduation Ceremonies
 - COHO Festival

D. Future Meetings

Date and Time	Event	Location
Tuesday, September 22, 2015 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 13, 2015 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, October 20, 2015 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 3, 2015 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver

E. Public Question & 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 9:46 pm and thanked those who attended.

Certified Correct:

Georgia Allison
Secretary Treasurer

Cyndi Gerlach
Chair, Board of Education

Date

Date

Schedule A.5
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Student Recognition – *Canadian Living* Free the Children Award**

Narration:

In Toronto on Thursday, October 1, 2015, Nikayla Allen, student at Brooksbank Elementary School, received the *Canadian Living* Me to We Award in the Free the Children youth category.

The Canadian Living Me to We Awards are all about shining the spotlight on Canadians who are making a difference in their communities, at home and abroad. As a founding member of Brooksbank’s “Do Good” committee, Nikayla has spread messages of compassion throughout the school community, fundraised for worthy causes, and helped start the school’s community garden.

Nikayla received a \$1,000 donation to a registered Canadian charity, a commemorative award, coverage in the October issue of *Canadian Living* magazine and a Me to We Volunteer Trip.

The North Vancouver School District is proud to congratulate Nikayla on receiving the Me to We Winner for the Free the Children Youth Award and is proud to recognize teacher sponsor Vicky Milner and members from the “Do Good” committee.

John Lewis, Superintendent of Schools, will introduce Ms. Milner, Nikayla Allen and members of the “Do Good” committee to the Board.

Schedule A.6.....
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Presentation – District Student Leadership Council Introduction**

Narration:

The District Student Leadership Council (DSLCL) was established in 2005 and is guided by Board [Policy 411: Student Leadership Council](#). The DSLCL has described itself as the “place where likeminded students are able to come together and voice an opinion on what is going on in the school environment around us” and draws its membership from all secondary schools in the North Vancouver School District. The entire Council meets regularly to discuss relevant issues, ideas and areas of concern regarding students’ education. Student representatives from the DSLCL sit on District committees and, as a partner group, attend Board of Education public meetings with a mandate to present and provide a student voice on important issues.

The DSLCL is supported and mentored by the following North Vancouver School District Administrators: Brenda Bell, Principal, Cove Cliff Elementary School; Greg Hockley, Vice-Principal, Argyle Secondary School; Cary Hungle, Principal, Queensbury Elementary School; and Justin Wong, Vice-Principal, Handsworth Secondary School.

John Lewis, Superintendent of Schools, will introduce the District Student Leadership Council who will share ideas and plans with the Board of Education for the 2015/16 school year.

Schedule B.1
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Five-Year Capital Plan 2015/2016 (for Approval)**

Narration:

Each year, boards of education are required to submit a five-year capital plan providing details on high priority projects needed for their school districts. The deadline for Board resolution adopting the Plan is November 2, 2015.

The Board of Education's Capital Planning Committee, including representatives from the Board, our Partner groups, the City and District of North Vancouver, and the Recreation and Culture Commission, was established in the spring of 2015 to facilitate the development of the 2015/16 Capital Plan.

Capital Planning Instructions were issued by the Ministry of Education in July, identifying requirements and priorities for the preparation and submission of the Five-Year Capital Plan. Ministry priorities identified in the Capital Plan instructions include:

- Addressing high risk safety deficiencies
- Ensuring existing school assets are maintained at or better than the provincial average of 0.43
- Ensuring the school is a critical part of the district infrastructure for the investment return period
- Ensuring school districts are managing the schools within their districts to optimal utilization
- Supporting areas of rapid growth linked to major economic development

The Ministry of Education introduced a new category of projects titled 'Routine Capital' Projects with the Capital Plan instructions, indicating total provincial funding in the amount of \$20 million. As the Ministry expressed interest in moving these projects forward at the earliest opportunity, a submission date of September 15, 2015 was determined. In response to the extremely challenging timelines, Mark Thomson, Capital Project Manager in our Facilities and Planning Department, provided strong leadership in identifying potential projects, establishing priorities, and ensuring the required consultant reports were completed in a timely manner. Routine Capital Projects were identified and submitted with the required supporting documentation as requests to the Ministry of Education, with a combined total value of \$6.97 Million. The Ministry has expressed its intent to announce approved projects prior to the end of the 2015 calendar year.

In order for capital projects to be considered as priorities by the Ministry of Education, school districts are required to have a current School District Facilities Plan (SDFP) in place to support the Capital Plan. The School District Facilities Plan is to incorporate consideration of demographic changes, enrolment patterns, residential developments planned in the community, facility condition, and capacity utilization. Additionally, Project Identification Reports are required for all projects identified as priorities that involve school replacements and/or additional capacity.

Matrix Planning was engaged to revise the School District Facilities Plan of 2013, to report findings to the Capital Planning Committee, and to prepare the SDFP for submission with the Capital Plan to the Ministry of Education, due November 2, 2015.

Schedule B.1. (continued)

Narration (continued):

Matrix Planning met on numerous occasions with the respective Planning Departments of the City and District of North Vancouver to give full consideration to proposed, planned and approved housing developments and their projected impact on student enrolment. The recently adopted Official Community Plan of the District of North Vancouver identifies the potential for increased density, particularly in proximity to “Town Centres.” The Official Community Plan of the City of North Vancouver identifies increased housing development in the Lonsdale corridor, Marine Drive, Moodyville, and in proximity to the east-west transportation corridors. Detailed analysis of residential development and potential school enrolment growth has been factored into the School District Facilities Plan. Matrix also met with School District staff to review current school capacities, utilization, and building condition. Ongoing dialogue occurs between the City, District and School District to assist with a coordinated approach to planning.

Key findings of the SDFP were reviewed with the School District’s Capital Planning Committee in the development of the draft project priorities for the 2015/2016 Capital Plan. The School District’s Capital Planning Committee includes representation from each of our Partner Groups as well as our municipal planning departments and other community partners.

In the presentation of findings, Matrix Planning highlighted the following changes since the SDFP (2013):

- Population growth prospects are similar to the 2013 update
- School-age population will decline until 2025 before beginning to increase
- Residential development supported by the recently adopted City and District OCPs is slightly higher than reported in 2013 (11,540 residential units, rather than 11,000)
- Enrolment forecast for all schools indicates a gradual increase to 15,600 students over the next fifteen years to 2029; 5% more than current enrolment
- Capacity utilization is strong: elementary schools are experiencing some pressures, with variability at secondary between the schools

When considered in combination, the Key Findings reported by Matrix indicate continued support for replacements, additions and renovations to schools, with the need for increased capacity in specific locations in future years. Elementary enrolment will result in capacity pressures in the shorter term, while secondary enrolment will increase in the longer term.

The slow growth being experienced in elementary enrolment is requiring the ‘reclaiming’ of classroom spaces that were previously made available for child care and community purposes. In addition, portable classrooms have recently been added to accommodate present and future enrolment in specific locations.

Taking into account the School District’s Facilities Plan as well as the Ministry’s emphasis on facilities condition and seismic ratings, the Draft 2015/2016 Capital Plan (attached) identifies the School District’s highest priorities for major capital projects in Year 1 including: the replacement of Seymour Heights Elementary School, enabling the consolidation of Blueridge Elementary School into the larger Seymour Heights Elementary School; the replacement of Queensbury Elementary School with a larger capacity, enabling the accommodation of increasing student enrolment in this area of the school district; and the replacement of Larson Elementary School, enabling the accommodation of the student population in the permanent building, with the elimination of portable classrooms.

Schedule B.1. (continued)

Narration (continued):

Projects identified as Year 2 requests include the replacement of Lynnmour Elementary School and a New School in the Lower Lonsdale area. Through discussions within the Capital Planning Committee, it is evident that for both of these proposed projects, there will be the need for more detailed consultation with the respective municipalities regarding the most appropriate location for these schools and to determine the total student population that may be served. As the School District has retained other school sites in reasonable proximity to each of these schools, there are multiple options available for consideration.

These projects are supported by changes to the Official Community Plans of the District and the City of North Vancouver, identifying the potential for increased enrolment in the Lynn Creek Town Centre and Maplewood Village Centre within the District of North Vancouver and the Lower Lonsdale and Moodyville areas within the City of North Vancouver.

Capital Planning timelines for the coming year are provided in the table below. The DRAFT Capital Plan was presented at the Standing Committee Meeting of October 13, 2015.

Capital Planning Timelines	
October 20, 2015	Presentation at Public Board Meeting of DRAFT 2015/16 Capital Plan priorities and timelines for Board consideration and adoption.
November 2, 2015	Due date for Boards of Education to submit 2015/16 Capital Plan to Ministry complete with Board Resolution adopting the plan.
Late 2015/early 2016	Ministry provides 'Echo Report' to confirm priorities within the 2015/16 Capital Plan
January through April 2016	Capital Planning Committee meetings with partner group representatives to review "Echo Report" from Ministry, to review the Annual Facilities Grant Plan for 2016/17, and receive updates on Capital Projects
Spring 2016	Anticipated announcement of supported projects.

The Board retains flexibility in the identification of its Capital Project priorities through the 'echo check' process of the Ministry of Education. Boards are provided with the opportunity to revise the priority order of identified projects, once all Capital Plans have been received and reviewed. This process is expected to take place in late 2015 or early 2016.

John Lewis, Superintendent of Schools, will introduce and overview the Capital Plan for the consideration of the Board of Education.

Schedule B.1. (continued)

Narration (continued):

Attachments:

Draft 2015/16 Five-Year Capital Plan
2015/16 Routine Capital Plan Submission

RECOMMENDED MOTION:

that the Board, approve the 2015/2016 Five-Year Capital Plan as presented in Schedule B.1. of October 20, 2015; and,

that the Board direct staff to meet with the Planning Department of the District of North Vancouver at the earliest opportunity to commence discussions regarding the proposed replacement of Lynnmour Elementary, to identify options available for the location of the school, giving consideration to potential co-location of community amenities and services, including, but not limited to child care; and,

that the Board direct staff to meet with the Planning Department of the City of North Vancouver to discuss the proposed new elementary school in the Lower Lonsdale area to identify options available for the location of the school, giving consideration to potential co-location of community amenities and services, including, but not limited to child care; and,

that the Board request a meeting with the Ministry of Education Capital Branch to discuss the Board of Education's 2015/2016 Capital Plan.

2015/2016 Five Year Capital Plan - DRAFT				
DRAFT Priority	Project Title and description	Preliminary Estimate	REQ Year	Notes
1	REPLACE - SEYMOUR HEIGHTS ELEMENTARY (60K/425)	\$14,578,654	1	PIR (Lite) complete
2	REPLACE - QUEENSBURY ELEMENTARY (60K/450)	\$14,970,140	1	PIR (Lite) complete
3	REPLACE - LARSON ELEMENTARY (60K/500)	\$16,547,743	1	PIR (Lite) complete
4	REPLACE - LYNNMOUR COMMUNITY SCHOOL (40K/225)	\$8,803,725	2	requires consultation with DNV / MoE
5	NEW SCHOOL - LOWER LONSDALE (40K/225) - (Replacing Cloverley)	\$10,000,000	2	requires consultation with CNV / MoE
6	ADD - LYNN VALLEY (expand capacity by 100 spaces)	\$4,425,081	2	add capacity (100), PIR needed
7	ADD - HIGHLANDS (add 100 spaces)	\$4,317,900	2	add capacity (100), PIR needed
8	ADD - WESTVIEW (add 100 capacity)	\$3,958,443	2	add capacity (100), PIR needed
9	ADD and RENO - CAPILANO ELEMENTARY (100)	\$8,512,926	3	expand capacity (100), PIR needed
10	SPS - MOUNTAINSIDE SECONDARY (seismic upgrade)	\$5,000,000	3	seismic PIR needed (H3 Risk)
11	REPLACE - ROSS ROAD ELEMENTARY (60K/500)	\$14,500,000	3	PIR needed
12	REPLACE - BROOKSBANK ELEMENTARY SCHOOL (60K/500)	\$14,578,654	3	PIR needed
13	RENO - WINDSOR SECONDARY	\$6,506,861	3	seismic upgrade now in process
14	RENO - CLEVELAND ELEMENTARY	\$4,750,310	3	

2015/2016 Five Year Capital Plan - DRAFT				
DRAFT Priority	Project Title and description	Preliminary Estimate	REQ Year	Notes
15	RENO - SHERWOOD PARK ELEMENTARY	\$2,926,834	4	
16	RENO - NORGATE COMMUNITY ELEMENTARY	\$1,839,418	4	
17	RENO - MONTROYAL ELEMENTARY	\$2,881,214	4	minor exterior upgrades in 2015
18	RENO - CANYON HEIGHTS ELEMENTARY	\$3,462,464	4	
19	RENO - CARISBROOKE ELEMENTARY	\$2,387,585	4	
20	RENO - BOUNDARY COMMUNITY ELEMENTARY	\$2,532,167	5	partial upgrading in 2015
21	RENO - UPPER LYNN ELEMENTARY	\$2,639,309	5	
22	RENO - EASTVIEW ELEMENTARY	\$2,879,164	5	
23	RENO - BRAEMAR ELEMENTARY	\$2,953,769	5	
24	RENO - COVE CLIFF ELEMENTARY	\$2,620,000	5	
25	RENO - DOROTHY LYNAS ELEMENTARY	\$2,620,000	5	
26	RENO - SEYCOVE SECONDARY SCHOOL	\$5,593,483	5	
		\$166,785,844		
A.	Preliminary estimates are for planning purposes only			
B.	PIR (Lite) reports are required for priority projects to be considered by the Ministry			
C.	The Ministry "Echo check" will provide the Board the opportunity to amend priority order			

2015/16 Routine Capital Plan Submission

School District

44

North Vancouver

School Name	Capital Plan Project Code	Project Scope	Project Estimate (\$)	Current FCI	FCI After Investment	Capacity	Other Benefits	Substantial Completion Prior to March 31, 2016?
Various	HEALTH	Low voltage renewal priority A	\$1,166,545	**	**	**	Y	Yes - 100%
Various	HEALTH	Low voltage renewal priority B	\$1,436,505	**	**	**	Y	Yes - 100%
Eastview	MECHUP	Boiler replacement	\$220,000	0.39	0.36	455	Y	partial - 50%
Eastview	MECHUP	HVAC Upgrade	\$555,982	0.39	0.31	455	Y	partial - 20%
Eastview	MECHUP	Plumbing Upgrade	\$123,514	0.39	0.37	455	Y	partial - 25%
Capilano	ENERGY	Exterior window renewal	\$550,836	0.48	0.41	478	Y	partial - 50%
Cleveland	ENERGY	Exterior window renewal	\$573,198	0.53	0.47	478	Y	partial - 50%
Boundary	ENERGY	Exterior window renewal	\$210,103	0.54	0.51	341	Y	partial - 50%
Ross Road	ENERGY	Exterior window renewal	\$510,617	0.47	0.41	455	Y	partial - 50%
Braemar	ENERGY	Exterior window renewal	\$504,665	0.43	0.38	455	Y	partial - 50%
Eastview	ENERGY	Exterior window renewal	\$591,377	0.39	0.32	455	Y	partial - 50%
Larson	ENERGY	Exterior window renewal	\$279,762	0.45	0.41	387	Y	partial - 50%
Lynnmour	ENERGY	Exterior window renewal	\$245,077	0.42	0.38	273	Y	partial - 50%

Prepared By: Mark Thomson, North Vancouver School District Capital Project Manager
 Phone/Email: mthomson@sd44.ca 604-903-3462

** See FCI Summary Matrix tab

Note: Project estimate figures do not include payable GST

Note: Projects not funded in 2015/2016 can be carried over to fiscal year 2016/2017 for funding consideration.

TOTAL of Combined Project Estimates **\$6,968,180**

Schedule B.2
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **REPEAL Policy 410: School Planning Councils**

Narration:

Pursuant to the Legislative Assembly of the Province of British Columbia enacting *Bill 11 – 2015: Education Statutes Amendment Act, 2015*, and the subsequent changes to the *School Act*, *Board Policy 410: School Planning Councils* became invalid effective July 1, 2015.

Specifically, *Bill 11* makes the following amendments and substitutions:

Section 1 of the *School Act*, *R.S.B.C., 1996*, c. 412, is amended

- by repealing the definitions of “achievement contract”, “district literacy plan”, “francophone literacy plan” and “school planning council”

Section 74.01 (1) and (2) is amended

- by striking out “school planning council” and substituting “parents’ advisory council”

Section 82.1 is amended

- by repealing subsection (2) (a) and substituting the following:
“the board has consulted with the parents’ advisory council for the school where the board proposes to offer the specialty academy, and,” and
- in subsection (6) (a) and (b) by striking out “school planning council” and substituting “parents’ advisory council”.

The Ministry of Education has committed to the redesign of a framework for accountability contracts that will be more flexible and responsive to students’ needs and learning outcomes. The structure will evolve in consultation with all of the education partners, including the BCTF, BCCPAC, BCSTA, BCSSA, BCCASE, FNEsc, BCPVPA, Student Voice, the independent school system, and post-secondary institutions.

The framework for accountability contracts will:

- (1) Be grounded in the belief that together all educational partners are responsible for student success;
- (2) Create a system-wide focus on student learning and success, helping to ensure that each student in B.C. achieves his or her full potential;
- (3) Be meaningful, impactful, flexible, realistic and sustainable;
- (4) Address the differences in performance among particular groups of students—most notably, aboriginal students and children in care and students with special needs;
- (5) Be strengths-, support-, evidence- and results-based;
- (6) Reflect a system-wide commitment to continuous improvement and lifelong learning; and finally, continue to build public confidence in the B.C. education system.

Hon. P. Fassbender, Minister of Education
2015 Legislative Session: Fourth Session, 40th Parliament
[Official Report of the Debates of the Legislative Assembly \(Hansard\)](#)
Tuesday, May 12, 2015
Volume 26, Number 4. Page 8367

Schedule B.2. (continued)

Narration (continued):

Acknowledging the pending changes resulting from the legislation, preliminary discussions have commenced with the North Vancouver Teachers' Association, CUPE (Local 389), NVPAC, and with Principals and Vice Principals. The positive shift in emphasis from an accountability framework to a framework for enhancing student learning has been the focus of inquiry in discussing a new school planning process within the North Vancouver School District.

REPEAL of Policy 410: School Planning Councils was presented to the School District's Policy Review Committee for its discussion at a scheduled meeting on October 5, 2015. The Policy Review Committee includes Trustees Megan Higgins and Franci Stratton, representatives from the secondary and elementary school administrators (NoVA), the North Vancouver Teachers' Association (NVTa), the Canadian Union of Public Employees (CUPE Local 389), the North Vancouver Parent Advisory Council (NVPAC), and the District Student Leadership Council (DSLc).

John Lewis, Superintendent of Schools, will introduce *REPEAL Policy 410: School Planning Councils*.

Links:

[Policy 410: School Planning Councils](#) [subject to REPEAL]
[Bill 11 – 2015: Education Statutes Amendment Act, 2015](#)
[School Act, Revised Statutes of British Columbia \(R.S.B.C.\), 1996](#)

RECOMMENDED MOTION:

that the Board of Education repeal *Policy 410: School Planning Councils* effective October 21, 2015.

Schedule C.1
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **North Vancouver Parent Advisory Council Annual Report 2014/15**

Narration:

The North Vancouver Parent Advisory Council (NVPAC) provides a collective voice for parents in the North Vancouver School District. The NVPAC liaises with parent advisory councils (PACs) at all District schools and provides valuable feedback to the Board of Education, Senior Executive staff, and the BC Council of Parent Advisory Councils (BCCPAC), its provincial affiliate.

The Board of Education provides an annual grant to the NVPAC to support the Council's activities. As a condition of receiving the annual grant, the NVPAC provides a summary report to the Board on its major activities during the school year.

Jane Lagden Holborne, past Chair of the North Vancouver Parent Advisory Council, will present the NVPAC's Annual Report for the 2013/14 school year.

John Lewis, Superintendent of Schools, will introduce Jane Lagden Holborne and the Annual Report to the Board.

Attachment:

North Vancouver Parent Advisory Council (NVPAC) Chair's Annual Report for the 2014/15 school year

**North Vancouver Parent Advisory Council
Annual Report for the 2014/15 School Year**

The 2014/15 school year was, as is usual for NVPAC, full of activity. Please see the 2014/15 “Year at a Glance” for a more detailed list of many of our events and activities.

General Membership meetings were held in October, November, January, February, April and May. Speakers at our General Meetings covered a wide range of topics, including the School District’s Assessment Handbook, friendship groups, the Cheakamus Centre, safe and active travel to school, self-regulation, ePact, the online emergency network, and the BCCPAC Spring Conference and AGM.

NVPAC hosted two special events: the School Trustee all-candidates meeting at Sutherland in November, and a parent education event, “The Problem with Discipline” featuring Christopher Burt, at Argyle in March. Both events were well-attended. NVPAC assisted Vancouver Coastal Health in presenting the popular “Foods that Fit” workshop at the Education Services Centre in April.

NVPAC offers several types of grants to support PACs. Speaker grants assist PACs in engaging high-quality speakers for parent education. Safety grants assist PACs in acquiring needed safety equipment such as supplies for emergency kits or crossing guard programs. FoodSafe grants are offered to help support the training of parent volunteers who assist with hot lunch programs. The Family of Schools grant supports communication and collaboration amongst the PACs within a Family of Schools. In addition, NVPAC offers grants to support PACs who send representatives to education-related conferences, such as the BCCPAC Spring Conference and AGM.

NVPAC conducted its Annual Parent Perspective survey in June; we are grateful to the School District for distributing the link to the survey to North Van parents.

In my role as NVPAC Chair, I attended all but one of the meetings of the Board of Education, all but one of the Standing Committee meetings, and all meetings of the Presidents Council, as well as the one meeting of the Capital Planning Committee. In addition, I served on the Emergency Preparedness Committee, the Communications Committee, the Class Acts Committee, and the Policy 412 sub-committee. I assisted with the organizing of the Foods that Fit workshop, and helped out at the event itself. I chaired the NVPAC General Meetings and Executive meetings, and acted as MC for our two special events. I am NVPAC’s representative on the Children and Youth Safe and Active Travel Working Group, an initiative of the City of North Vancouver.

On behalf of NVPAC, I extend sincere thanks to the Board of Education of the North Vancouver School District for their continued and generous financial support of our activities. In addition, I offer thanks to the School District for providing meeting rooms at the ESC for our General membership and Executive meetings, and for providing the Sutherland Theatre and the Argyle small gym for our special events in November and April.

Respectfully submitted,

Jane Lagden Holborne
Past Chair, NVPAC

2014/15 Year at a Glance:

The following is a list of some of the work undertaken by NVPAC on behalf of North Van parents during the **2014/15** school year:

- August 2014 [Attended DPAC Chairs Summit in Richmond convened by BCCPAC](#)
- September 2014 [Created email/blog post re advocacy by parents](#)
- October 2014 [Presented NVPAC Annual Report to Board of Education October 21](#)
[NVPAC General Meeting October 22 2014](#)
- Approval of 2013/14 Financial Statements and 2014/15 Budget
- Presenters: Joanne Robertson and Kathleen Barter:
[Communicating Student Learning K - 12](#)
- November 2014 [Hosted School Trustee all candidates meeting at Sutherland](#)
[Blog post: School Trustee Candidate Q & A responses](#)
[NVPAC General Meeting November 26 2014](#)
-Presenters: Carmen Farrell and Wendy Holtan, Friendship Groups;
Cathy Jenkins, Conor McMullan, Cheakamus Centre;
[Attended BCCPAC Fall Conference in Nanaimo – Classroom Resources](#)
[Funding Framework](#)
- January 2015 [NVPAC General Meeting January 28 2015](#)
- Focus on safe and active travel to school - Presenters: Harvey Kooner, ICBC; Tom Walker, North Shore Safety Council; Carol Sartor, Montroyal PAC
- Results of NVPAC 2014 Survey presented
- February 2015 [NVPAC General Meeting February 25 2015](#)
- Adopted changes to Policy # 103
- Presenters: Trustee Franci Stratton, Board Liaison to NVPAC; Tristan Crowther, Ilona Wardas, Janet Mclean, Windsor FOS, Topic: “Self-Regulation”;
Kirsten Koppang Telford – ePact – Online Emergency Network
- March 2015 Remarks on behalf of North Van parents to 25 Year Employee Reception
Presented NVPAC Budget Priorities to Standing Committee meeting
Hosted March Parent Education Event:
[Christopher Burt - The Problem with Discipline](#)
- April 2015 Presented results of NVPAC 2014 Survey to Presidents Council
[Blog post: 2014 Parent Priority Survey Results](#)
[Assisted VCH to present Foods that Fit Workshop](#)
[Joint Advocacy Letter to Ministers of Finance and Education](#)
-Advocating for adequate funding for public education in the 2015/16 Provincial budget
[NVPAC General Meeting April 22 2015](#)
- Discussion of Parent-School Communication Processes
- May 2015 Attended the [BCCPAC Spring Conference and Annual General Meeting](#);
Additional Conference reports can be found [here](#) and [here](#).
[NVPAC Annual General Meeting](#)
- June 2015 [Joint Advocacy Letter to Minister of Education](#)
- Submission of 2015/16 Needs and Opportunity Budget
[Conducted Annual Parent Perspective survey June 3 - 19](#)

Schedule C.2
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Summer Learning Program Update**

Narration:

In May 2014, the Board of Education accepted the recommendation of District staff to conduct a substantive review of potential Summer School programs for elementary school students, with specific consideration for programming options for students with specific learning needs. In January 2015, the Executive Committee established the *Supporting Student Learning Working Group*, which is chaired by Director of Instruction Dr. Joanne Robertson. The Working Group includes educators with experience and expertise providing support for students with special needs. Assistant Superintendent Mark Pearmain serves as the Executive Committee Liaison.

In the spring of 2015 the *Supporting Student Learning Working Group* developed and implemented a pilot summer school program for a cohort of Grade 4 students with identified learning disabilities. These students, who typically demonstrate delayed progress in literacy and numeracy, often face the greatest challenges in the intermediate grades when reading independently in the content areas (math, science and social studies) becomes more challenging. The pilot program was specifically designed to provide these students with a boost to their academic and executive functioning skills to enhance their transition to Grade 5 in September 2015. The Working Group also developed a process for elementary School Based Resource Teams to identify and recommend students for the pilot program, as well as a schedule, a staffing plan and a site location.

The *Supporting Student Learning Summer School Program Pilot* for Grade 4 students took place July 6-9 and August 24-September 2, 2015, with a period of time between sessions for families to support their children with suggested summer practice and skill development in literacy, numeracy and organizational skills. Dr. Joanne Robertson will provide the Board with a review of the summer pilot, based on feedback from the teachers, the students, and the parents who participated in the program. In addition, future summer programming recommendations from the *Supporting Student Learning Working Group* will be presented.

Schedule C.3
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Preliminary Enrolment Update**

Narration:

John Lewis, Superintendent of Schools, will provide the Board with a Preliminary Enrolment Update for 2015/16. This report is based on enrolment figures of October 16, 2015 provided to the Ministry that will require verification before being finalized.

Enrolment projections are prepared each spring to assist with the preparation of the Ministry's Estimated Operating Grant, the development of the School District's operating budget, and to establish staffing levels for the subsequent school year. The projected enrolment for September 2015 for the base grant funding purposes is 15,140 full time equivalent (FTE) students. This projection was based on historical trends, local knowledge, and expected Kindergarten registration at all schools.

Actual enrolment is determined each year through the submission of the 1701 Report to the Ministry of Education, providing detailed information related to student enrolment, course registration for Grades 10, 11 and 12, Distributed Learning course completion, and unique student categories that qualify for supplemental funding. The 1701 reports are submitted four times per year: September 30 (or shortly thereafter), February, May and July.

The report to the Board provides comparisons between the projected and actual enrolments for September 2015 as well as comparisons to prior years. A number of trends have been identified in the year-to-year comparisons that have positive implications for the School District's three-year enrolment forecast. The Enrolment Update, based on October 16, 2015 information reports actual enrolment at 15,277, exceeding the projected enrolment of 15,140 for the 2015/16 school year.

The information in the Preliminary Enrolment Update for October 20, 2015 contains preliminary figures. The Board will receive a detailed Organization of Classes Report at its Public Meeting on November 17, 2015.

Attachment:
Preliminary Enrolment Update

Preliminary Enrolment Update
(based on October 9, 2015 - 1701 data)

Enrolment Category	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Projected	2015/16 (October 16)	Yr to Yr change	Projection to 1701
Regular & Cont. Ed. (school age)	14,928	14,936	14,844	14,800	15,001	157	201
Alternate Schools (school age)	165	166	191	170	199	8	29
Distributed Learning (Sept. only)	21	35	46	40	77	31	37
Subtotal Base Grant FTEs	15,114	15,138	15,081	15,010	15,277	196	267
DL (February only)*	120	113	107	100	100	(7)	-
DL (May only)*	38	30	39	30	30	(9)	-
TOTAL Base Grant FTEs*	15,285	15,288	15,227	15,140	15,407	180	267
		3	(61)	(87)	180		
Supplemental Funding Category	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Projected	2015/16 (October 16)	Yr to Yr change	Projection to 1701
Level 1 Special Needs	14	12	12	11	11	(1)	-
Level 2 Special Needs	409	431	454	430	461	7	31
Level 3 Special Needs	163	144	160	145	173	13	28
English Language Learners	794	865	907	900	999	92	99
Aboriginal Education	563	601	582	590	613	31	23
International fee-paying students	544	563	641	610	708	67	98

Schedule C.4
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Learning Improvement Fund – Consultation Update and Final Spending Plan**

Narration:

The Learning Improvement Fund (LIF) was first introduced in April 2012 with the BC Legislature passing Bill 22 – 2012: *Education Improvement Act*. Bill 22 implemented a new provincial *Learning Improvement Fund* of \$195M over a three-year period to help school districts and teachers address complex classroom composition issues. In the 2013/14 school year, \$60M of the *Learning Improvement Fund* was allocated provincially to support classrooms with the greatest need. In 2014/15, the Fund was scheduled to increase to \$75M.

The negotiated settlement between BCTF and BCPSEA now includes the *Learning Improvement Fund* within the collective agreement, thereby providing increased certainty of funding. The total funds of the LIF fund increase from a total of \$94M in 2014/15 to \$100M for the following three years and to \$106M for the 2018/19 school year. The portion of the fund available to our School District for the 2015/16 school year is \$2,620,747.

The allocation of the *Learning Improvement Fund* requires the dedication of 80% of the fund to teaching (BCTF bargaining unit) positions. This portion of the LIF fund is referred to as the *Education Fund*, accounting for \$80M of the \$100M for the subsequent three years and increasing to a total of \$85M for the 2018/19 school year. The *Education Fund* amount for our school district for the 2015/16 school year is \$2,096,598. This funding amount will generate approximately 21.23 full time equivalent (FTE) teaching positions.

The remaining 20% of the LIF fund, considered the *Support Staff Fund*, will be allocated to support staff positions and to address 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 to special education support staff. The *Support Staff Fund* amount for our School District for the 2015/16 school year is \$524,129 with a minimum of \$249,258 of this amount dedicated to an adjustment in assigned hours for CUPE positions supporting students with special needs.

The additional time provided to each Educational Assistant supporting students with special needs enables staff to: attend meetings when requested, and/or required (IEP, SBRT, Staff, and CUPE support staff meetings); prepare materials, supporting the delivery of IEP's; collaborate with the classroom teacher or resource team; and supervise students, when, and as necessary.

Schedule C.4. (continued)

Narration (continued):

The *Learning Improvement Fund 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 (NVTa) consulted with teachers to identify priority needs at the classroom level. Based on the information gathered through the school-based consultation process, a tentative 'early' spending plan was developed for consultation with the President and Vice-President of the NVTa.

The tentative spending plan developed in May and June was considered an 'early' Spending Plan to identify needed resources for the start of the 2015/16 school year. This tentative plan focused exclusively on the provision of additional NVTa teaching positions and increased teaching time.

Staffing allocations to schools proceeded in mid-May, with a total of 16.62 Full time equivalent (FTE) teaching positions added to the allocations to schools for Revised Staffing. A subsequent consultation meeting in mid-June resulted in an additional allocation of staffing to schools for Final Staffing, bringing the total 'early Spending Plan' allocation to 18.56 FTE teaching positions.

In preparation for the start of the 2015/16 school year in late August, additional class size and composition needs were identified at the elementary level. Through further consultation with the NVTa, an additional allocation of staffing was provided, bringing the total LIF allocation to 19.13 FTE.

Consultation for the Final Learning Improvement Fund spending plan occurred in late September and early October. Consultation proceeded at each school involving the staff, the Chief Staff Representative and the Principal and Vice-Principal. Classroom and staffing needs were reviewed and considered to identify 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 conducted a similar consultation process with teachers to review of the tentative spending plan in September.

The Superintendent of Schools and members of the Executive Committee consulted with the President and Vice-Presidents of the NVTa regarding the development of the Final Spending Plan on October 14, 2015. Agreement was reached on the Final Spending Plan, allocating all funds and associated FTE within the *Education Fund* portion of the *Learning Improvement Fund*. The CUPE support funds, remaining in reserve, will be used to address the requests received in the final submissions from schools for additional Education Assistant hours within the coming weeks. As school districts are able to retain up to a maximum of 30% in reserve, the *Learning Improvement Fund Approval* form is now prepared for submission to the Ministry of Education.

Superintendent John Lewis will present the information contained within this Schedule, the enclosed *Learning Improvement Fund Approval* form, with the attached Final spending plan summary, and provide any necessary clarification.

Attachments:

Learning Improvement Fund Approval
Learning Improvement Fund Spending Plan 2015/2016

Learning Improvement Fund Approval

Please complete this form and include your district Learning Improvement Fund Plan and submit by October 31 of each year.

School District Name:

Total LIF allocation: Support Staff minimum allocation:

Education Fund allocation:

1. Amount committed under this plan to:

Support Staff funding:

Teacher Staffing funding:

Reserves (maximum 30% and to be spent by June 30th):

2. Support Staff:

Number of new full-time positions (35 hours):

Number of new part-time positions (under 35 hours):

Number of Support Staff with hours increased from part-time to full-time:

3. Teachers:

Number of new full-time positions (1.0 FTE):

Number of new part-time positions (less than 1.0 FTE):

Number of teachers with hours increased from part-time to full-time:

4. The local Teachers Union has agreed to this plan. YES NO

5. Declaration:

This declaration is to confirm that the consultations required under Section 2 of the Learning Improvement Fund Regulation have been carried out, and that the attached spending plan allocates the estimated grant in accordance with subsection 2(6) of that regulation.

Superintendent of Schools:

6. Submit:

Contact name: and Email:

Please complete this form and click Submit. This form will be automatically be emailed to

EDUC.learningdivision@gov.bc.ca after clicking the Submit button. **Please remember to include your detailed LIF Plan along with this document.**

Submit this form
by email

SUBMIT



Ministry of
Education

Learning Improvement Fund Spending Plan 2015/2016					
Education Fund / NVTA Positions					
25 Schools	Elementary NVTA / Teaching Staff	Cost	FTE		
21 Schools	Learning Assistance and Learning Support Teacher	\$ 483,855	4.90	38%	
5 Schools	Additional divisions to address complex needs	\$ 528,291	5.35	42%	
18 Schools	Additional counselling time	\$ 246,865	2.50	20%	
		\$ 1,259,012	12.75	100%	60%
7 Schools	Secondary NVTA / Teaching Staff	Cost	FTE		
6 Schools	Additional blocks (30) to address complex needs	\$ 421,843	4.27	62%	
2 Schools	Additional counselling time	\$ 126,987	1.29	19%	
2 Schools	Additional Learning Assistance / Learning Support	\$ 126,987	1.29	19%	
		\$ 675,818	6.84	100%	32%
DISTRICT Staff	District NVTA / Teaching Staff	Cost	FTE		
Learning Services	Psychologist	\$ 78,997	0.80	47%	
Learning Services	Speech and Language Pathologist	\$ 59,248	0.60	35%	
Learning Services	Hearing Resource Teacher	\$ 29,624	0.30	18%	
		\$ 167,868	1.70	100%	8%
	SUMMARY of EDUCATION STAFF FUND	Cost	FTE		
	Total expenditure plan	\$ 2,102,697	21.29		
	Total Education Fund Available	\$ 2,096,598	21.23		
	Reserve (up to 30% allowable)	-\$ 6,099	-0.06		

Support Staff Fund / CUPE Positions							
District	Support staff hours (Education Assistants)	Cost	FTE				
All schools	Increased hours for each Education Assistant position	\$ 249,258	5.06				
	Support staff sub-total	\$ 249,258	5.06				
Elementary	Support staff (Education Assistants)	Cost	FTE				
11 Schools	Requests for additional hours are being reviewed	\$ -	0.00				
	Support staff sub-total Elementary	\$ -	0.00				
Secondary	Support staff (Education Assistants)	Cost	FTE				
3 Schools	Requests for additional hours are being reviewed	\$ -	0.00				
	Support staff sub-total Secondary	\$ -	0.00				
TOTAL	Support staff hours (Education Assistants) / CUPE	Cost	FTE				
	Support Staff TOTAL	\$ 249,258	5.06	48%			
	SUMMARY of SUPPORT STAFF FUND	Cost	FTE				
	Total expenditure plan	\$ 249,258	5.06				
	Total Support Staff Fund Available	\$ 524,149	10.63				
	Unallocated funds to RESERVE	\$ 274,892	5.58	52%			
	TOTAL LEARNING IMPROVEMENT FUND	\$ 2,620,747					
	EDUCATION FUND SPENDING PLAN	\$ 2,102,697	80%				
	SUPPORT STAFF SPENDING PLAN	\$ 249,258	10%				
	RESERVE (maximum 30%)	\$ 274,892	10%				

Schedule C.5
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Land, Learning and Livability Community Engagement - Update**

Narration:

Updates on the Board's Land, Learning and Livability Community Engagement process have been provided at each of the monthly Public Board Meetings.

John Lewis, Superintendent of Schools, will present the attached Land, Learning, Livability Community Consultation Update (October 2015) that highlights the community engagement process and progress related to each of the eleven properties identified in 2012 as surplus to long-term public education needs.

This Update also makes reference to communications that are in process, as well as the Board's ongoing efforts related to its request to the Ministry of Education to convert the approved Argyle Seismic Project converted to a full replacement project.

Attachments:

- Land, Learning and Livability Community Consultation UPDATE – October 2015
- Land, Learning, Livability surplus site status summary – October 2015

Land, Learning and Livability Community Engagement Update 151020

Ridgeway Annex

The proposed redevelopment of the Ridgeway Annex by Anthem Properties received second and third reading at the City Council meeting of October 5. Fourth and final reading is expected to be on the Council Agenda for October 26. A positive outcome from this meeting will enable the completion of the purchase agreement and the receipt of funds by the School District in November 2015. These proceeds will then enable the retirement of the debt, due December 31, 2015, related to the replacement projects of Sutherland and Westview.

Argyle replacement project request

We have provided the Ministry of Education with the final Project Definition Report that incorporates the premium cost between the seismic upgrade and the base full replacement at approximately \$7.9M. The preferred alternative options that incorporate additional space for the multi-purpose / performing arts areas (+1000 sq. m.) and additional classroom capacity and recreation support space (+766 sq. m.) have increased in cost to approximately \$10.7M and \$13.7M respectively.

We have been informed that the project request is now being considered by the Treasury Board as a "Major Capital Project" that will be reviewed by Treasury, Finance and the Capital Branch to determine the response to our request to proceed to a Project Agreement before the end of the calendar year.

Braemar parcel

The Wedgewood redevelopment proposal for the surplus parcel of land at the Braemar School site is expected to proceed with the Municipal process in November, with a Town Hall Meeting in late November, or early December. The anticipated proceeds from the Braemar parcel have been identified towards the Argyle replacement project. For more information: www.wedgewoodventures.com/drawing-board

Land, Learning, Livability Update (October 2015)

An annual update is being prepared to present to the Board at the Public Board Meeting in November, providing the status of all identified surplus sites and community engagement activities to the end of October 2015. Attached to this Update, is a high level summary regarding the status of each of the surplus sites that will be incorporated into the comprehensive update

Ministry correspondence

A response to the Ministry's Capital Branch request for an update on plans for surplus properties is being prepared for communication by the end of October. This response will incorporate the *Land, Learning, Livability Update (October 2015)*,

Land, Learning, Livability surplus site summary

Lease agreements	Status of Lease	Revenue	Proceeds
SUMMARY of LEASES	10-Year Leases in place for 5 surplus sites	Lease revenue to operating budget	Operating Budget revenue of \$1.3M per year
Fromme	Leased until 2021 to EFIV	Lease revenue to operating budget	Proceeds of \$350K/year to operating budget
Lonsdale Creek Annex	Leased until 2023 to Lonsdale Creek Daycare Society	Lease revenue to operating budget	Lease revenue is nominal
Maplewood	Leased until 2021 to Kenneth Gordon	Lease revenue to operating budget	Proceeds of \$325K/year to operating budget
Plymouth	Leased until 2024 to Lions Gate Christian Academy	Lease revenue to operating budget	Proceeds of \$350K/year to operating budget
Westover	Leased until 2020 to Brockton School	Lease revenue to operating budget	Proceeds of \$306K/year to operating budget
Sales agreements	Status of sale	Revenue	Proceeds
SUMMARY of SALES	Sales in process for 2 sites; 2 sites sold	Proceeds of \$18.88 toward capital debt and to Argyle 'gap'	\$13.7M to fund Argyle replacement; \$5.1M to capital debt
Keith Lynn	Sold to District of North Vancouver	Agreement reached August 2014 for \$5M	\$5M targeted towards Argyle replacement project request
Monteray	Sold to Morningstar Development Ltd.	Agreement reached in 2014 for \$6.38M	\$6.38M targeted towards Argyle replacement project
Ridgeway Annex	Conditional sale with Anthem Properties	Agreement reached in 2014 for \$5.1M	\$5.1M targeted towards Sutherland / Westview debt
Braemar Parcel	Conditional sale with Wedgewood	Agreement reached for \$2.4M	\$2.4M targeted towards Argyle replacement project

TO BE DETERMINED	Status of site	Consultation / Request	Future activity
Blueridge	Remains open as an operating school	Five-Year Capital Plan request submitted in 2013	Awaiting approval for the replacement of Seymour Heights requested in the 2015/16 Capital Plan
Cloverley	Vacant building / portion of site leased to City of NV for nominal amount per annum	Preliminary Consultation completed June 2014	Special Study was anticipated in 2015 – further action was deferred in Feb. 2015
Lucas Centre / LMCC	District facility for Maintenance and temporary use permit	Preliminary Consultation completed June 2014	Special Study was anticipated in 2015 – further action was deferred in Feb., 2015

Schedule C.6.
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Tuesday, September 22, 2015 Standing Committee Meeting**

Narration:

The Board will find attached a copy of the meeting summary from the September 22, 2015 Standing Committee Meeting.

Trustee Christie Sacré will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, September 22, 2015

BOARD OF EDUCATION STANDING COMMITTEE

NORTH VANCOUVER SCHOOL DISTRICT

Meeting Summary of September 22, 2015

Meeting Summary of the Board of Education's Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia, on Tuesday, September 22, 2015.

Meeting Attendance:

Trustees, representatives of the North Vancouver Parent Advisory Council (NVPAC), North Vancouver Administrators (NoVA), North Vancouver Teachers' Association (NVTa), the public, and members of District Staff attended the meeting.

Call to Order:

Standing Committee Chair Christie Sacré called the Standing Committee to order at 7:00 pm.

Ministry Directions – Education Transformation:

Assistant Superintendent Mark Pearmain introduced Joanne Robertson, Director of Instruction, and Kathleen Barter, District Vice-Principal, and shared that the evening would highlight the Ministry of Education's initiatives in the areas of curriculum and assessment.

Mr. Pearmain reported on the 2015-2018 plan, noting that this framework has been a collaborative effort with many groups contributing to the themes and guiding principles for BC's new curriculum. The five guiding principles include: personalizing learning, tapping into students interests to help them learn; core competencies, balanced with a solid foundation; real-life situations, applying to students learning; skills, gaining skills to enter post-secondary and the workforce; and the ability to be prepared to compete in a global economy.

Ms. Robertson continued, speaking to the conceptual and pedagogical transformation of the curriculum and the 'new lens' that will guide teaching and learning. BC's new curriculum focuses on inquiry based learning, specifically, allowing an active, open-minded exploration guided by critical questions and enabling students to make connections between disciplines.

The North Vancouver School District has been invested in the notion of assessment, core competencies and new curriculum for many years. Ms. Barter spoke to the importance of Curriculum Implementation Days (CI Days), an annual day for staff in the District to assemble and discuss the revised curricular drafts coming from the Ministry. CI Days provide a platform to deconstruct the new initiatives, examine key areas of focus such as Aboriginal world views and cross curricular core competencies, and create an action plan going forward.

Concluding the evening, Assistant Superintendent Pearmain expressed the importance of focusing on the students in order to create collaborative environments to explore and welcome BC's new curriculum.

The presentation can be found online: [Meetings & Minutes 2015/16](#)

BC's new curriculum can be found on the Ministry of Education's website: [Building Student Success](#)

Next Meeting:

October 13, 2015

Mountain View Room

Topics: Aboriginal Education Enhancement – Indigenizing the Curriculum
North Vancouver School District Capital Plan – 2015

Schedule C.7
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Tuesday, October 13, 2015 Standing Committee Meeting**

Narration:

The Board will find attached a copy of the meeting summary from the October 13, 2015 Standing Committee Meeting.

Trustee Susan Skinner will report on highlights of the meeting.

Attachment:

Meeting Summary – Board of Education Standing Committee, October 13, 2015

BOARD OF EDUCATION STANDING COMMITTEE

NORTH VANCOUVER SCHOOL DISTRICT

Meeting Summary of October 13, 2015

Meeting Summary of the Board of Education's Standing Committee Meeting held at the Education Services Centre, 2121 Lonsdale Avenue, North Vancouver, British Columbia, on Tuesday, September 22, 2015.

Meeting Attendance:

Trustees, representatives of the North Vancouver Parent Advisory Council (NVPAC), North Vancouver Administrators (NoVA), North Vancouver Teachers' Association (NVTa), the public, and members of District Staff attended the meeting.

Call to Order:

Standing Committee Chair Susan Skinner called the Standing Committee to order at 7:00 pm.

Aboriginal Education Enhancement – Indigenizing the Curriculum

District Principal Brad Baker introduced Aboriginal Success Teachers Jessica Johnson, Heather Myhre and Aboriginal Academic Support Teacher Stephanie Maki, and shared that the evening would highlight how the District is Indigenizing the curriculum.

Mr. Baker spoke to the importance of the Aboriginal Education Enhancement, a collaborative partnership, which is being developed for its third term, to: create a sense of belonging and presence of students of Aboriginal ancestry; increase awareness and provision of healthy choices; increase academic success; and, increase the number of students that move onto further education. This partnership includes the Skwxwú7mesh and Tsleil-Waututh Nations, all other North Vancouver Aboriginal peoples, the North Vancouver School District, and the Ministry of Education.

Ms. Johnson and Ms. Myhre continued, speaking to their personal experiences sharing authentic resources with students, educators and the community. Building capacity and confidence through resources and dialogue is key to 'weaving' in Indigenous perspectives and worldviews into classrooms across the North Vancouver School District. The District Aboriginal Education Team created a resource, *K-7: Entry Point Lesson Plans to Help Teachers Indigenize the Curriculum and Classroom* which provides primary and intermediate lesson plans that assist educators Indigenize the classroom.

Embedding authentic Indigenous authors into the curriculum honours the goals of the Aboriginal Education Enhancement. Ms. Maki presented how the novel *Indian Horse* by Richard Wagamese, was embedded into English 10 classes at Carson Graham Secondary School by following the First Peoples Principles of Learning. *Indian Horse* introduced students to the nature of First Nations literature and the sensitive topic of residential schools.

North Vancouver School District Capital Plan – 2015

John Lewis, Superintendent of Schools, presented the DRAFT 2015/16 Five-Year Capital Plan which was developed in consultation with the North Vancouver School District's Capital Planning Committee. The Board of Education develops and maintains a comprehensive School District Facilities Plan (SDFP) to assist in prioritizing funds for school construction and upgrading. The Capital Plan will be presented to the Board for approval at its public meeting of October 20, 2015, after which will be provided to the Ministry of Education by the submission deadline of November 2, 2015.

The presentations can be found online: [Meetings & Minutes 2015/16](#)

Next Meeting:

November 3, 2015

Mountain View Room

Topics: Social Emotional Learning: Mental Health and Wellness Initiatives

Schedule C.8.
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

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

Narration:

Windsor – a field trip to Honolulu, Hawaii, USA is scheduled for December 15-23, 2015. The trip involves 15 Grade 11-12 members of the Senior Boys Basketball team, accompanied by two teacher supervisors and two other adult supervisors.

Students will travel by air to Hawaii and by rental van during their trip. They will be accommodated in a hotel. The trip cost is approximately \$2,200 per student, paid by the students.

The purpose of this extracurricular trip is to participate in a Basketball Tournament. Additionally, students will have the opportunity to visit local cultural and historic sites.

Seycove – a field trip to the southern states of Georgia, Alabama, Mississippi and Tennessee, USA has been scheduled for January 27-February 8, 2016 for members of the Performance Learning Apex Program. The trip involves 12-18 Grade 10-12 students, accompanied by two teacher supervisors.

Students will travel to Seattle by bus and will fly from there to Atlanta, Georgia. Transportation during the trip will be by mini-van. Students will be accommodated in hotels. The cost per student is \$2,950, which will be paid by students.

The objective of this extracurricular trip is to undertake field learning at various sites in Georgia, Alabama, Mississippi, and Tennessee to supplement the academic inquiry themes of the year. By visiting the places that historical turning points occurred and walking in the footsteps of world-changing events, students will make connections with cause and effect and contrast the American civil rights struggle with the experience of minority groups in British Columbia as Canada became a country.

Schedule C.9
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Superintendent's Report**

Narration:

The Superintendent will provide an oral report on items of interest or concern to the Board not otherwise covered in the agenda.

Schedule C.10
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

Topic (as per the
Memorandum): **Report Out - BC School Trustees Association (BCSTA) and BC Public Schools
Employers' Association (BCPSEA)**

Narration:

Trustees will provide an update on information related to BC School Trustees Association and BC Public Schools Employers' Association.

Schedule C.11...
of the
Administrative Memorandum

Meeting Date: October 20, 2015 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 20, 2015 Board Board, in camera

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

Narration:

Date and Time	Event	Location
Tuesday, November 3, 2015 at 7:00 pm	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, November 17, 2015 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, December 8, 2015 at 7:00 pm	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Thursday, January 14, 2015 at 7:00 pm	Transitions 7/8 Programs Evening	Sutherland Secondary School 1860 Sutherland Ave, N Vancouver

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

ScheduleE.....
of the
Administrative Memorandum

Meeting Date: October 20, 2015 Board Board, in camera

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

Narration:

In accordance with Board Policy 104: Board of Education – Meetings; twenty (20) minutes will be provided at the end of a regular Board meeting during which attendees may provide comments or ask questions of the Board on business conducted during that meeting or on any matter pertaining to the School District. The Chair may defer a response if a question cannot be answered at that time.

In accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session.