

## 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

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### 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 Monteray 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**

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

*Original signed by G. Allison*

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Georgia Allison  
Secretary Treasurer

*October 20, 2015*

\_\_\_\_\_  
Date

*Original signed by C. Gerlach*

\_\_\_\_\_  
Cyndi Gerlach  
Chair, Board of Education

*October 20, 2015*

\_\_\_\_\_  
Date