

## 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, December 8, 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 and Tseil Waututh 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 J. Stanley

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.

There was no one wishing to speak.

### A.4. Approval of Minutes

Moved by S. Skinner

that the minutes of the public meeting of October 20, 2015 be approved as circulated.

Seconded by F. Stratton

Carried

### B.1. Election of a Board Chair

Secretary Treasurer Georgia Allison reported that the Board was required by its [Policy 101: Board of Education – Role and Function](#) and [Policy 104: Board of Education - Meetings](#) to elect one of its members to be the Board Chair. Secretary Treasurer Allison called for nominations for the position of Chair for one year, at which time, Trustee Stratton nominated Trustee Sacré and Trustee Stanley nominated Trustee Higgins. Both Trustee Sacré and Trustee Higgins accepted their nominations. As there were two nominations, Secretary Treasurer Allison appointed Assistant Superintendent Mark Pearmain and Assistant Superintendent Pius Ryan as scrutineers. An election by ballot was then conducted, after which Trustee Sacré was elected Board Chair for the term of January 1, 2016 to November 30, 2016.

**B.2. Election of a Board Vice Chair**

Chair Gerlach called for nominations for the position of Vice Chair of the Board for one year, at which time, Trustee Skinner nominated Trustee Stratton and Trustee Higgins nominated Trustee Stanley. Both Trustee Stratton and Trustee Stanley accepted their nominations. As there were two nominations, Chair Gerlach appointed Assistant Superintendent Mark Pearmain and Assistant Superintendent Pius Ryan as scrutineers. An election by ballot was then conducted, after which Trustee Stratton was elected Board Vice Chair for the term of January 1, 2016 to November 30, 2016.

Moved by B. Forward

that the ballots for Board Chair and Board Vice Chair be destroyed.

Seconded by S. Skinner Carried

**B.3. Routine Capital 2015/16 – Project No. 126953**

Secretary Treasurer Georgia Allison introduced this item, advising that within the 2015/16 Capital Plan, a new category called “Routine Capital” was introduced. The primary goal of this new program is to fund projects over \$100,000 that will improve the health and safety, building condition, and energy efficiency of schools.

The North Vancouver School District’s Facilities & Planning department identified over \$6 million in projects for Routine Capital submission. The Ministry of Education approved \$286,600 in Routine Capital funding for the Cleveland Elementary exterior window renewal.

Moved by F. Stratton

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126953 be read a first time;

Seconded by S. Skinner

Carried

Moved by B. Forward

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126953 be read a second time;

Seconded by C. Sacré

Carried

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

Moved by J. Stanley

that School District No. 44 (North Vancouver) Capital Project Bylaw No. 126953 be read a third time, passed and adopted.

Seconded by F. Stratton

Carried

**B.4. Year-End Operating Surplus Allocation**

Introducing this agenda item, Secretary Treasurer Georgia Allison shared that at the September 15, 2015 Public Board Meeting, the Board took the first step in considering the Executive Committee’s recommendations for utilizing the 2014/15 Unrestricted Surplus of \$1.9M.

After discussions between the Board and Executive Committee, further information identified that the utilization of \$1,913,896 of Unrestricted Surplus which will be spent over an eighteen month period: \$971,057 in 2015/16 and \$1,139,714 in 2016/17 fiscal years. Additional funds of \$166,875 will be provided through the operating budget to support the expense plan.

Responding to Trustees’ questions, Secretary Treasurer Allison clarified that the School District is waiting to hear back from BC Public Schools Employers’ Association (BCPSEA) and Public Sector Employers’ Council Secretariat (PSEC) regarding exempt and management salary increases, and that the Board would have to locate funds to continue with the expenditures for salary increases in the future budget years commencing in 2017/18.

#### **B.4. Year-End Operating Surplus Allocation (continued)**

Assistant Superintendents Mark Pearmain and Pius Ryan offered supplemental information regarding class size and composition with respect to the allocation of funds. There will be a greater focus on supporting teachers through in-service sessions, specifically the opportunity to have a parallel mentorship program for teachers. Investing and providing this type of support to teachers will maximize benefits to staff and students across the District.

Moved by M. Higgins

that the Board approve the recommendations for the utilization of the unrestricted surplus of \$1,075,771 over the 2015/16 and 2016/17 fiscal years, as presented in this schedule, and reserve an additional \$1,005,000 in anticipation of a further recommendation for exempt staff salary increases in the near future.

Seconded by B. Forward

An amendment to the motion included:

Moved by C. Sacré

... and reserve an additional \$1,005,000 for the future exempt staff salary increases.

Seconded by B. Forward

A friendly amendment to the amendment included:

... and reserve an additional \$1,005,000 for the exempt and management staff salary increases identified in this schedule.

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

Approved Motion with Amendment

that the Board approve the recommendations for the utilization of the unrestricted surplus of \$1,075,771 over the 2015/16 and 2016/17 fiscal years, as presented in this schedule, and reserve an additional \$1,005,000 for the exempt and management staff salary increases identified in this schedule.

Carried

#### **C.1. School District Facilities Plan (SDFP) – Matrix Presentation**

Superintendent John Lewis introduced this agenda item and shared that boards of education are expected to have a School District Facilities Plan (SDFP) in place that supports projects being submitted to the Ministry for capital investment consideration. The North Vancouver School District contracted Matrix Planning Associates to prepare the School District Facilities Plan 2015 Update for inclusion within the Capital Plan. Superintendent Lewis invited Bill Wood, of Matrix Planning Associates, to the table to present highlights of the 2015 SDFP.

Mr. Wood provided highlights on the following:

- Community growth – Estimated 11,540 new housing units over the next 15 years
- Enrolment forecast – Growing schools: Carson Graham, Larson, Capilano, Westview, Queen Mary, Queensbury, Brooksbank, Sherwood Park, Ridgeway
- Capacity utilization challenges – Need to balance enrolment... adjust catchment boundaries, non-instructional use of classrooms may not be possible in growing schools
- Building upgrade priorities – Argyle, Windsor, Larson
- Emerging secondary plan – Replace Handsworth and Argyle, Shift Carisbrooke from Carson Graham to Argyle
- Emerging elementary plan – Modify boundaries between schools, replace Larson and Queensbury with a new, larger schools

**C.1. School District Facilities Plan (SDFP) – Matrix Presentation (continued)**

Responding to Trustees' questions, Mr. Wood and Superintendent Lewis clarified that some students were shifting schools based on District programs; modifying boundaries could take up to seven years to effect change; child care is not revenue generating, but is important for before and after school care; and that it was possible to consider re-opening leased schools.

Superintendent Lewis noted that both the City and District of North Vancouver have been invited to make comments on the SDFP, after which School District staff will make recommendations as to an emerging plan going forward. This plan will be shared with the Board in February 2016.

**C.2. Secondary School and Academy Fees 2016/17**

Superintendent John Lewis introduced this agenda item and advised that boards of education may charge fees to students and parents for goods and services provided by the Board in accordance with the *School Act* [s. 82]. Board [Policy 706: Board of Education – School Fees](#) requires that each North Vancouver school and specialty academy annually establish a schedule of fees. Fees for the 2016/17 school year are determined prior to the end of 2015 to allow fee schedules to be included in the secondary school course guidebooks that are published in January 2016.

Both the 2016/17 Secondary Schedule of School Fees and the Schedule of Specialty Academy Fees 2016/7 have been brought forward to the Board for information; and Trustees are encouraged to contact Principals regarding any questions they may have in relation to the fees.

**C.3. Land, Learning & Livability Community Engagement – Update**

John Lewis, Superintendent of Schools, introduced this agenda item and provided a brief update on Ridgeway Annex, the Argyle replacement project, and the Braemar parcel. The School District reached completion of the purchase agreement with Anthem Properties for the Ridgeway Annex site and has received the funds. The Argyle replacement project continues to move forward with an indication from the Minister of Education that the project request is being reviewed. The Wedgewood proposal for the Braemar parcel is expected to proceed with the Municipal process in January 2016.

**C.4. Reports Received**

As a consequence of the power outage on November 17, 2015, the Public Board Meeting was cancelled. Due to this, the following reports were received:

- North Vancouver Teachers' Association *Professional Development Report to the Board 2014/15*
- Artists for Kids 2014/15 Annual Report
- Organization of Classes Report 2015/16
- Land, Learning and Livability Community Consultation UPDATE – October 2015
- Land, Learning and Livability Community surplus site summary

**C.5. Tuesday, November 3, 2015 Standing Committee Meeting**

Trustee Barry Forward reported on the meeting that focused on Social Emotional Learning: Mental Health & Wellness Initiatives. The next Standing Committee Meeting, which focuses on Grade 7/8 transition, is on Thursday, January 14, 2016 at Sutherland Secondary School.

### **C.6. 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:

- Sutherland Secondary School – field trip to Seattle, WA, USA (February 25-26, 2016)
- Handsworth Secondary School – field trip to Las Vegas, NV, USA (March 2-6, 2016)
- Handsworth Secondary School – field trip to Germany, Czech Republic, Austria and Holland (March 9-15, 2016)
- Seycove Secondary School – field trip to Sosua, Dominican Republic (March 9-20, 2016)
- Sutherland Secondary School – field trip to New York, NY, USA (March 11-16, 2016)
- Handsworth Secondary School – field trip to Japan (April 4-19, 2016)

Superintendent John Lewis noted that schools who are traveling to Europe on field trips are working with travel agencies to avoid any of the countries where there is a designation of high risk for security reasons.

### **C.7. Superintendent's Report**

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

- Winter Weather Information 2015/16
- Pat Gallaher Memorial Elementary Basketball Tournament
- Important Safety Reminder

### **C.8. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers' Association (BCPSEA)**

Trustee Skinner shared that the BCSTA Provincial Council is taking place in February 2016 and Chair Gerlach shared that the BCSPEA AGM is taking place in January 2016. Both asked that the Board discuss any potential motions they would like to see put forward.

### **C.9. 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
  - Standing Committee Meeting
  - Trustee Seminar
  - Policy Review Meeting
  - Artist for Kids Management Committee Meeting
  - Squamish Nation and Board of Education Meeting
  - Aboriginal Education Committee Meeting
  - North Vancouver Administrator's and Board of Education Meeting
  - City of North Vancouver Advisory Planning Commission
  - Kindergarten Parent Information Meeting
  - Ross Road PAC Meeting
  - Capital Planning Meeting
  - Sustainability Strategy Meeting
  - North Shore Table Matters Meeting
2. Events attended by Trustees included:
  - Remembrance Day Assemblies
  - Tour with Minister of Education Mike Bernier
  - BCSTA Board Chair Professional Development
  - BCSTA Academy

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Thursday, January 14, 2016 at <b>7:00 pm</b>	Transitions 7/8 Programs Evening	Sutherland Secondary School 1860 Sutherland Ave, N Vancouver
Tuesday, January 19, 2016 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 2, 2016 at <b>7:00 pm</b>	Standing Committee Public Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 9, 2016 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 9:31 pm and thanked those who attended.

Certified Correct:

*Original signed by G. Allison*

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Georgia Allison  
Secretary Treasurer

*January 19, 2016*

\_\_\_\_\_  
Date

*Original signed by C. Sacré*

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Christie Sacré  
Chair, Board of Education

*January 19, 2016*

\_\_\_\_\_  
Date