

## School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, January 19, 2016.

**PRESENT:** C. Sacré, Chair  
F. Stratton, Vice Chair  
C. Gerlach (by teleconference)  
B. Forward  
J. Stanley

**ABSENT:** M. Higgins  
S. Skinner

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### A. Call to Order

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

### A.2. Motion to Approve Trustee Participation by Teleconference

Chair Sacré advised that Trustee Cyndi Gerlach was unable to attend the meeting but wished to participate by telephone.

Moved by F. Stratton

WHEREAS Section 67 of the *School Act* permits Trustees to participate in or attend a meeting of the Board by telephone or other means of communication if all Trustees and other persons participating in or attending the meeting are able to communicate with each other;

the Board hereby approves the participation by Trustee Gerlach in the January 19, 2016 Public Meeting by telephone.

Seconded by B. Forward

Carried

### A.3. Approval of Agenda

Moved by F. Stratton

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

Seconded by B. Forward

Carried

### A.4. 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.

Caroline Ramsay and Katy MacLellan, Co-Chairs of the Handsworth Parent Advisory Council, both residents of North Vancouver, spoke regarding Item B.5. expressing their support for a full replacement of Handsworth Secondary School.

Carolyn Pena, President of the North Vancouver Teachers' Association, spoke regarding Item B.1. asking for the opportunity for Partner Groups to present their budget priorities at a Standing Committee Meeting.

Nicole Cook, resident of North Vancouver, spoke regarding Item B.6. expressing her concern for the lack of childcare spaces in North Vancouver.

#### **A.5. Approval of Minutes**

Moved by J. Stanley

that the minutes of the public meeting of December 8, 2015 be approved as circulated.

Seconded by B. Forward

Carried

#### **A.6. North Shore Safe Routes Advocates**

Superintendent of Schools John Lewis introduced the North Shore Safe Routes Advocates (SRA) Community Outreach Coordinator Carol Sartor to the Board.

Ms. Sartor shared information on the SRA and Hub for Active School Travel BC (HASTe BC) specifically why there is a need to promote active school travel and a sense of community. Ms. Sartor highlighted how these groups are working together to provide education and awareness.

On behalf of the Board, the Chair thanked Ms. Sartor for the involvement and leadership of the North Shore Safe Routes Advocates.

#### **B.1. 2016/17 Budget Development Consultation Process**

Georgia Allison, Secretary Treasurer, introduced this item by reporting that the Board is in a stable financial position at this time and foresees that the 2016/17 Operating Budget will be a budget with no anticipated need for reductions.

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

As required by Section 11 of the *School Act*, the Board's 2016/17 Budget Bylaw must be developed and adopted on or before June 30<sup>th</sup> of the current fiscal year. The following process and timelines were proposed for the 2016/17 Budget Development Process:

1. February 9, 2016 – Public Standing Committee Meeting
  - Staff presentation and discussion of issues and opportunities
2. March 29, 2016 – Public Standing Committee Meeting
  - Staff presentation and discussion of issues and opportunities
  - Partner Group presentations and/or written submissions regarding Budget Priorities
  - Large group discussion of budget priorities
3. April 4, 2016 – Written submissions by Partner Groups to be received
  - Partner Groups will be provided an opportunity to make written submissions that identify their top three priorities
4. April 19, 2016 – Public Board Meeting
  - Executive Summary presentation of suggested priorities, adjustments and improvements, proposed by the Board's Partner Groups and the public, for consideration and inclusion by the Board in the 2016/17 Annual Budget

**B.1. 2016/17 Budget Development Consultation Process (continued)**

5. May 17, 2016 – Public Board Meeting
  - 2016/17 Annual Budget Bylaw presented for approval and adoption by the Board

Responding to Trustees' questions, Secretary Treasurer Allison confirmed that an opportunity could be made available for Partner Groups to present their budget priorities at the March 29, 2016 Standing Committee Meeting and that public input through web comments would be accepted. Trustees expressed their desire to incorporate both Partner Group presentations and website input into the process.

Moved by B. Forward

that the Board of Education approve the proposed process and timelines identified within Board Schedule B.1. as amended for the development of the 2016/17 Budget.

Seconded by J. Stanley

Carried

**B.2. Corporate Banking Services**

Secretary Treasurer Allison introduced the following routine bylaw and resolutions as a consequence of a new Chair and Vice Chair assigned signing authority.

**(A) Bank of Montreal – Banking Bylaw 1-2016**

Moved by B. Forward

that Banking Bylaw Number 1-2016 be read a first time;

Seconded by F. Stratton

Carried

Moved by J. Stanley

that Banking Bylaw Number 1-2016 be read a second time;

Seconded by B. Forward

Carried

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

Moved by F. Stratton

that Banking Bylaw Number 1-2016 be read a third time, passed, and adopted.

Seconded by B. Forward

Carried

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

Moved by J. Stanley

that the Toronto-Dominion Bank Resolution re: Bankers and Signing Officers as per Schedule B.3.(B). be approved.

Seconded by F. Stratton

Carried

**(C) Blue Shore Financial – Resolution re: Bankers and Signing Officers**

Moved by B. Forward

that the Blue Shore Financial Bank Resolution re: Bankers and Signing Officers as per Schedule B.3.(C). be approved.

Seconded by J. Stanley

Carried

### **B.3. Board Committee and Trustee Representational Assignments (2016)**

Chair Sacré introduced this item and advised that, in accordance with [Policy 102: Board of Education – Committees and Representation](#), Trustees had met to discuss their preferences for committee appointments in the 2016 calendar year.

Moved by J. Stanley

that the Board approve the Chair's appointments of Trustees as attached to this Administrative Memorandum of January 19, 2016, and make the appointments effective January 20, 2016.

Seconded by B. Forward

Carried

### **B.4. Election to BC School Trustees Association (BCSTA) Provincial Council and to BC Public School Employers' Association (BCPSEA)**

Chair Sacré reported that the British Columbia School Trustees Association (BCSTA) requires the Board to elect annually, two Trustees to the British Columbia School Trustees Association (BCSTA) Provincial Council. One Trustee is to serve as the Board's representative and one Trustee is required to serve as an alternate.

The Chair called for nominations for the position of the Board's representative to the BCSTA Provincial Council for 2016. Trustee Stratton nominated Trustee Gerlach. There being no other nominations on two successive calls, Trustee Cyndi Gerlach was declared the Board's representative to the BCSTA Provincial Council.

The Chair called for nominations for the alternate representative to the BCSTA Provincial Council for 2016. Trustee Forward nominated Trustee Stanley. There being no other nominations on two successive calls, Trustee Jessica Stanley was declared the Board's alternate representative to the BCSTA Provincial Council.

The Chair thanked both Trustee Gerlach and Trustee Stanley for accepting their nominations.

As noted in the Administrative Memorandum, Trustees indicated that the Trustee Representative to the BC Public School Employers' Association (BCPSEA) be elected rather than appointed, as well as the election of an alternate. The Chair called for nominations for the position of Trustee Representative to the BC Public School Employers' Association for 2016. Trustee Stratton nominated Trustee Gerlach. There being no other nominations on two successive calls, Trustee Gerlach was declared the Board's representative to BCPSEA.

### **B.5. Handsworth Secondary Capital Project: Preferred Option**

John Lewis, Superintendent of Schools, shared that a seismic upgrade capital project was approved for Handsworth Secondary School in 2013 through the Ministry's Seismic Mitigation Program. Superintendent Lewis provided a background of the Ministry's Seismic Mitigation Program, stating that since the program started in 2004, there has been substantial progress. Through tables and maps, Superintendent Lewis provided context on the seismic program, highlighting completed projects in the Metro Vancouver area.

The replacement of Handsworth Secondary School due to seismic condition was identified in the Board of Education's 2008/09 Five-Year Capital Plan. In 2011, a Project Identification Report (PIR) was completed and submitted to the Ministry of Education, providing a description of the condition of the school and examining a range of options from a seismic upgrade of the facility to a full replacement project. The Ministry of Education requires the Board to confirm its intent to proceed with the Handsworth project as a Full Replacement Project or as a Seismic Upgrade Project.

**B.5. Handsworth Secondary Capital Project: Preferred Option (continued)**

Responding to Trustees' questions, Superintendent Lewis clarified the cost escalation of the project; the cost of portables; and, discussed the life span of buildings with a seismic upgrade versus a complete rebuild.

Moved by B. Forward

that the Board of Education indicate its intention to advance the preferred option for the Handsworth Capital Project as a Full Replacement School Project at a capacity of 1300 students, rather than as a Seismic Upgrade Project, and;

that the Board of Education request a meeting with the Ministry of Education, at the earliest opportunity, to explore all opportunities to fund the Full Replacement School Project, including full funding provided by the Ministry of Education.

Seconded by F. Stratton

Carried Unanimously

**B.6. Childcare Major Capital Funding Program**

In introducing this agenda item, Superintendent John Lewis stated that the availability of high quality, affordable childcare has been a longstanding challenge and concern for many families across the North Shore.

The North Vancouver School District (NVSD) works in close collaboration with community partners to help address child care needs through: the retention and dedication of facilities for child care; the provision of space within schools, when available; the development of early learning programs; and the introduction and expansion of Ministry of Education initiatives. There continues to be challenges due to the availability of spaces within schools as the enrolment has been increasing at the elementary level. Spaces for the School District's Early Learning Foundations and supporting Ministry initiatives such as Strong Start BC, full day kindergarten and neighbourhood learning centres also challenges the availability of spaces for child care.

Superintendent Lewis shared that the School District has an opportunity to apply to the Ministry of Children and Family Development for funds from Child Care Major Capital Funding Program. These funds would be allocated to move the modular building presently residing at Cloverley Elementary School to Ridgeway Elementary School for child care and student learning spaces. Superintendent Lewis noted that the City of North Vancouver passed a resolution at the January 18, 2016 Council Meeting to support the NVSD's application to the Province.

Moved by J. Stanley

that the Board of Education approve the preparation and submission of an application for a Child Care Major Capital Funding Program in accordance with the requirements of the Ministry of Children and Family Development, requesting funding to the maximum amount of \$500,000 to support the creation of new licensed childcare spaces in North Vancouver.

Seconded by F. Stratton

Carried

**B.7. Supporting Student Learning: Summer School Program**

Superintendent John Lewis invited to the table, Mark Pearmain, Assistant Superintendent, and Pamela Craven, Vice Principal at Carson Graham Secondary and member of the Supporting Student Learning Working Group. Assistant Superintendent Pearmain and Ms. Craven presented the group's report and recommendations to expand the Supporting Student Learning: Summer School Program in the summer of 2016.

Continuing to build on the platform from summer 2015, Ms. Craven shared that there will be three cohorts; Group 1 – Grade 4 (entering Grade 5); Group 2 – Grade 5 (students who participated in the Grade 4 summer pilot program); and, Group 3 – Grade 6/7 (entering Grade 7 or 8). Students participating will be selected upon recommendations from School Based Resource Teams in consultation with the Supporting Student Learning Working Group. Assistant Superintendent

**B.7. Supporting Student Learning: Summer School Program (continued)**

Pearmain and Ms. Craven responded to Trustees' questions, clarifying the amount of funds needed to proceed, the timelines associated, and expressed assurances that the cohorts would be supported throughout the Program.

Chair Sacré thanked Assistant Superintendent Pearmain and Ms. Craven for their presentation and for the work that is being done by the Supporting Student Learning Working Group.

Moved by B. Forward

that the Board approve the *Supporting Student Learning: Summer School Program* for the summer of 2016, as outlined in the *Supporting Student Learning: Summer School Program Executive Summary* attached to the Administrative Memorandum of January 19, 2016.

Seconded by F. Stratton

Carried

**C.1. 2016/17 School Calendar Adjustment: Non-Instructional Day for Curriculum Support**

Superintendent Lewis introduced this agenda item and invited Assistant Superintendent Mark Pearmain to the table. Assistant Superintendent Pearmain provided the Board with an update on the selection of November 14, 2016 as the added non-instructional day in 2016/17 and reviewed the timelines for finalization of School Calendars for both 2016/17 and 2017/18.

Concluding his update, Assistant Superintendent Pearmain advised that he would be presenting calendars for Board approval at the March 8, 2016 Public Board Meeting.

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

John Lewis, Superintendent of Schools, introduced this agenda item and provided a brief update on the Argyle replacement project, the Braemar parcel and consultations that have occurred with Municipalities and the Ministry of Education. The Ministry's requirement for the Board to have the finances in place to address the cost difference between the seismic upgrade and the full replacement project for Argyle has now been achieved. The Braemar parcel did not get approval at the District of North Vancouver's Regular Council Meeting. Superintendent Lewis shared that the School District is maintaining close communication with the Ministry of Education regarding the advancement of projects.

**C.3. Thursday, January 14, 2016 Standing Committee Meeting**

Trustee Stanley reported on the Grade 7/8 Transition and Enhanced Programs Information Evening, which took place at Sutherland Secondary School and was very informative and well attended. The information meeting focused on student transition from Grades 7 to 8 and the enhanced programs available in North Vancouver School District. Enhanced program staff and students from the programs manned information booths to allow students and parents the opportunity to meet and discuss the various programs. Trustee Stanley thanked all the presenters and administrators who attended to help inform the public as to what is offered in the District's public schools.

**C.4. Out of Country Field Trips – Secondary**

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

- Argyle Secondary School – field trip to the Netherlands, Europe (March 11-20, 2016)
- Carson Graham Secondary School – field trip to Beijing, China (March 14-20, 2016)
- Windsor Secondary School – field trip to Obu, Japan (April 15-24, 2016)
- Handsworth Secondary School – field trip to Oregon, USA (April 15-18, 2016)
- Argyle Secondary School – field trip to Las Vegas, Nevada, USA (April 17-20, 2016)

**C.5. Superintendent’s Report**

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

- Blueridge Choir Performs for School District Staff
- North Vancouver – the Home of Champions
- Honourable Minister Jody Wilson-Raybould
- PJs With a Purpose
- Happy Holidays, Merry Christmas and Happy New Year!
- Eastview Students and Staff Show their Appreciation
- New Year’s Greetings from the Chair and the Superintendent
- Windsor’s Future Entrepreneurs

**C.6. Report Out - BC School Trustees Association (BCSTA) and BC Public Schools Employers’ Association (BCPSEA)**

Trustee Gerlach shared that the BCPSEA AGM was taking place on January 29, 2016.

**C.7. Trustees’ Reports**

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

1. Meetings attended by Trustees included:
  - Public Board Meeting
  - Standing Committee Meeting - Grade 7/8 Transition and Enhanced Programs Information Evening
  - Trustee Seminar
  - BCSTA Finance Committee Meeting
  - BCSTA Aboriginal Education Committee
  - District of North Vancouver Council Meeting
2. Events attended by Trustees included:
  - Christmas Concerts at various schools

**D. Future Meetings**

<b>Date and Time</b>	<b>Event</b>	<b>Location</b>
Tuesday, February 2, 2016 at <b>7:00 pm</b>	Standing Committee Meeting	Public Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 9, 2016 at <b>7:00 pm</b>	Standing Committee Meeting	Public Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, February 16, 2016 at <b>7:00 pm</b>	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave, N Vancouver
Tuesday, March 8, 2016 at <b>7:00 pm</b>	Public Board 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.

Karen Nordquist, resident of North Vancouver, addressed the Board of Education surrounding a published report from the Teacher Regulation Branch (TRB). In accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session. Superintendent John Lewis respectfully expressed that this was not the appropriate forum for Ms. Nordquist.

**E. Public Question & Comment Period (continued)**

Nicole Cook, resident of North Vancouver, asked for clarification regarding the timelines for the relocation of the modular building from Cloverley Elementary to Ridgeway Elementary and what the next options are for child care on the North Shore. Superintendent Lewis confirmed timelines for Ms. Cook and shared the School District's short term plans to address the current challenges.

**F. Adjournment**

The established agenda being completed, the Chair adjourned the meeting at 9:48 pm and thanked those who attended.

Certified Correct:

*Original signed by G. Allison*

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Georgia Allison  
Secretary Treasurer

*February 29, 2016*

\_\_\_\_\_  
Date

*Original signed by C. Sacré*

\_\_\_\_\_  
Christie Sacré  
Chair, Board of Education

*February 29, 2016*

\_\_\_\_\_  
Date