

# North Vancouver School District – School Calendar Steering Group

## March 6, 2013 – Meeting Summary Notes

### Steering Group Members

#### In Attendance:

Trustee Cyndi Gerlach  
Trustee Christie Sacre  
Dan Storms - NVTA  
Carolyn Pena - NVTA  
Karen Nordquist – NVPAC  
Kathy Owens – NVPAC  
Deb Wanner – NoVA-Elem  
Kelly La Roue – NoVA- Elem  
Liz Bell – NoVA-Sec  
Les Murata – CUPE  
Joyce Griffiths – CUPE  
Melika Garpour-Student  
Jana Ghimire-Student  
Mark Jefferson – District Staff – Asst Supt  
Pius Ryan – District Staff – Asst Supt  
Scott Stanley – District Staff – Human Resources  
Michael Kee – District Staff – Human Resources  
Greg Milner – District Staff

#### Absent:

Greg Hockley – NoVA- Sec  
Carol Nordby – CUPE  
Pat Bretner – District Staff – Payroll

### 1.0 Objectives

Assistant Superintendent Mark Jefferson welcomed the steering group members and reviewed the agenda and meeting objectives. The meeting objectives were to:

- Review school calendar survey results
- Solicit perspectives from respective steering members
- Develop recommendations for the Board of Education to consider
- Consider options for future 3-year calendar

### 2.0 School Calendar Survey Results

Mr. Jefferson reviewed the results of the NVSD online School Calendar Survey, conducted between February 20, 2013 and March 3, 2013. A copy of the PowerPoint

presentation from the meeting is posted on the North Vancouver School District's website [\[link\]](#)

A total of 3,594 respondents participated in the survey. It was noted that, in addition to the participation of school district employees, parents and students, the NVSD survey was extended as well as to the broader general North Vancouver community. This is in contrast to the scope of surveying undertaken by some school districts, where survey participation was limited to only employees and parents. Given the expanded distribution, the survey results offer greater perspective and gauge of community-wide interests and trends.

The following key survey results pertaining to the 2013/14 school calendar were discussed:

- Significant overall support for a 2 week Christmas and spring break
- 72 percent support for 3 and 4 day week-ends
- 71 percent support for 3 and 4 day week-ends for future calendars
- 71 percent support for teacher collaboration time during the school day
- 84 percent support for collaboration time for once a month (n=2002)
- 48 percent support for collaboration time for twice a month (n=2040)
- 59% percent support for late start
- 70% percent support for early dismissal
- 74% for option A (n=2854)
- 64% for option B (n=2943)

With respect to future calendar options (2014/15 and beyond), the following results were indicated:

- 77% for 3 and 4 day week ends
- 33% support for school in the last week of August
- 33% support for school in the beginning of July

The group reflected upon the content and format of the final survey and discussed potential improvements for future surveys, focused on providing better understanding and clarity. It was noted that a "Notes" page/glossary or link to definitions of survey terms and language (e.g., collaboration) would be beneficial.

The group discussed the aspects to be included within their recommendation to the Board of Education, guided by the elements addressed by each of the survey questions.

- Two Week Winter Break

Group consensus that a two-week winter break is the preferred duration for winter break.

- Two Week Spring Break

Group consensus that a two-week spring break is the preferred option, with ongoing consideration of the role of the school district in supporting community programs/support over the second week of spring break (e.g., a list of support personnel that may be accessed by families with children with complex needs).

- Staff Collaboration Time

- Secondary – Group consensus for continued staff collaboration time for secondary school staff, to occur 7 times a year in the same format as was scheduled in the current school year (2012/13)
- Elementary – Group consensus for staff collaboration time to be included in the 2013/14 school calendar, scheduled once a month utilizing the early release model. Elementary staff collaboration time would be scheduled in 60 minute time periods, to occur 7 times during the year,
  - Additional discussion points included:
    - foundation of consistency and desire to not introduce big changes for 2013/14
    - scheduling of elementary collaboration time to occur at the end of a school day addresses concerns expressed regarding the lack of available childcare prior to the start of the school day)
    - group desire to not have collaboration time to impact lunchtime and break times
    - scheduling consistency across schools would better allow for cross school collaboration
    - younger children are better focused for academic work in the morning
    - Consideration of starting the elementary school earlier in the morning to make up the instructional time

- Curriculum Implementation Day

Group consensus to maintain previously identified January 17, 2014 date

- Start Date (First day of school)

Group recommendation to begin the 2013/14 school year on Tuesday, Sept 3, 2013 (day following Labour Day Holiday), with similar start-up day scheduling as has occurred in the past, but ensuring that the same schedule for the day (times, hours) occurs across the district

- End Date – (Last day of school)

Group recommendation that the district-wide Administrative Day be scheduled for Friday, June 27, 2014, and that the last instructional day for students be

Thursday, June 16, 2014, with the caveat that June 26<sup>th</sup> be a full instructional day.

- Recommended Calendar Model for 2013/14

The consensus of the School Calendar Steering Group was to recommend to the Board of Education that the Proposal B Calendar, presented in the School Calendar Survey, be selected as the North Vancouver School District 2013/14 School Calendar, inclusive of a two-week winter break, a two-week spring break, and scheduled staff collaboration time for both elementary and secondary schools.

Steering group members were asked to communicate the group's discussions and resulting recommendation to their respective constituents. Additionally, steering group members were encouraged to attend the upcoming Board of Education Meeting scheduled for Tuesday March 12, 2013 at which time the Board of Education will receive and consider the recommendation of the School Calendar Steering Group, and will establish the NVSD school calendar for 2013/2014.