

School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Trustees, School District No. 44 (North Vancouver), held in the Board Room of the School Board Office at 721 Chesterfield Avenue in North Vancouver, British Columbia, on Tuesday, October 24, 2006.

PRESENT: P. Heal, Chairperson
G. Diebolt
C. Dorais
S. Fleming
S. Skinner
J. Thornthwaite
V. Vinaric

At the request of Board Chairperson Heal, a moment of silence was observed in recognition of the sudden passing of Michael (Buff) Schemmer on October 21, 2006. Buff was on leave from Seycove Secondary School where he had worked for years as a Special Education Assistant and had also served as a Coordinator of Athletics. Most recently, Buff coached the Grade 9 Girls Volleyball team at Seycove. As a member of the Seycove community, Buff supported the students and staff of the school by coaching many school teams, and managing and directing numerous plays and musicals.

A.1. Call to Order

Chairperson Heal called the meeting to order at 7:33 p.m.

A.2. Approval of Agenda

Moved by V. Vinaric

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

Seconded by C. Dorais

Carried

A.3. Approval of Minutes

Moved by G. Diebolt

that the minutes of the public meeting of September 26, 2006 be approved as circulated.

Seconded by S. Skinner

Carried

A.4. Approval of Minutes

Moved by G. Diebolt

that the minutes of the public meeting of October 10, 2006 be approved as circulated.

Seconded by V. Vinaric

Carried

B.1. Approval of the Five-Year Capital Plan Summary

With their agendas, Trustees received a copy of the School District's Five-Year Capital Plan Summary (2007/08).

The 2007/08 Instructions directed School Districts to submit their seismic mitigation projects separately from their capital plan requests.

(continued)

B.1. Approval of the Five-Year Capital Plan Summary (continued)

The draft five-year Capital Plan was introduced at the October 3, 2006 Finance and Facilities Standing Committee meeting. There have been no subsequent changes to the project priorities. The seismic priority list was also reviewed at the October 3, 2006 Finance and Facilities Standing Committee meeting as the Ministry had indicated that they were considering asking School Districts to combine seismic project priorities with capital project priorities to facilitate better project coordination.

No instructions have been received to date from the Ministry about combining seismic project priorities with capital project priorities. Consequently, the Five-Year Capital Plan will be submitted as is. If changes are made at a later date to include seismic project priorities, the revised document will be included on the agenda for the next Board meeting on November 28, 2006.

Ian Abercrombie, Director of Facilities and Planning, commented that the three-year rolling plan is very much the same as last year's capital plan. The only change is that the unit value of all projects has increased compared to last year.

The School District needs a total of \$142 million in order to bring its facilities up to the standard of new schools, such as the recently completed Lynn Valley school. To date, about \$120 million has been spent in the School District on building upgrades. This five-year capital plan is expected to bring the School District to that point.

Moved by V. Vinaric

that the Board approve the Five-Year Capital Plan as outlined in the summary attached to Schedule B.1. of the October 24, 2006 Board Agenda.

Seconded by C. Dorais

Carried

C.1. Trustee Remuneration

Secretary Treasurer Young presented this item, commenting that an adjustment to Trustee remuneration was being considered because the North Vancouver School Board has fallen behind other school boards.

According to Section 71(1)(a) of the *School Act*, "A board may authorize annually the payment of remuneration to the chair, vice chair and other trustees."

An analysis of current trustee remuneration amounts for the five Metro Vancouver Area Boards previously identified as comparables by the North Vancouver School Board was provided to Trustees with their agendas. This analysis, based on the most recent BCSTA annual survey of Trustee remuneration (dated March 30, 2006), demonstrated that North Vancouver Trustee stipends had fallen behind the other School Districts.

The Board was informed that if it wished to maintain the level of remuneration at 100% of the simple average of the remuneration amounts of the five selected Metro Vancouver Area Boards, it was required to pass a motion to increase Trustee remuneration.

In addition, the Board was advised that it could consider passing a further motion to adjust stipend rates by the rate of inflation as calculated by the increase in the Consumer Price Index.

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C.1. Trustee Remuneration (continued)

A discussion ensued regarding the history of trustee remuneration in the School District; whether other school districts would be more appropriate to include for comparison; and whether other school districts provide benefits to trustees.

Moved by C. Dorais

that the Board adopt new rates of Trustee remuneration that maintain remuneration at 100% of the simple average of five School Districts identified as Coquitlam, Burnaby, Richmond, Delta and Maple Ridge, effective October 1, 2006, the anniversary date of the last increase. The new rates per annum are: Chair - \$19,521; Vice Chair - \$18,310; Trustee - \$17,756.

Seconded by J. Thornthwaite

Carried

C.2. NVSD Accountability Contract for 2006/2010

Superintendent Lewis and co-chairs of the District School Leadership Team, Bryn Roberts and Larry Johnson, introduced the North Vancouver School District Accountability Contract for 2006/2010. Copies of the Accountability Contract were distributed at the meeting.

In accordance with the *School Act* (section 79.2), a board must prepare and submit an accountability contract with respect to improving student achievement in the school district to the Minister on or before October 31st of each year.

The North Vancouver School District Accountability Contract for 2006/2010 updates the Accountability Contract for 2005/2009 to reflect progress in meeting the student achievement improvement targets set out for 2005/2009. B. Roberts and L. Johnson gave background and highlighted the features of the new Accountability Contract.

The District School Leadership Team met regularly throughout the year and more frequently since September 2006 to review school plans and analyze School District results from the most recent provincial examinations, Foundation Skills Assessments and district-wide assessments.

Members of the District School Leadership Team chaired sub-committees reviewing the four District goals: Reading, Mathematics, Aboriginal Success, and Safe and Caring Schools. The task assigned to each of these sub-committees was to review the progress made in that specific goal area during 2005/06, strengthen the connection between school plans and the school district Accountability Contract, identify performance measure requirements, and make recommendations for changes in the goals, objectives, strategies, and/or performance measures for the North Vancouver School District Accountability Contract for 2006/2010.

One of challenges this year was that data was not provided in a timely manner by the Ministry; it was received by the School District on October 19, 2006.

Superintendent Lewis, B. Roberts and L. Johnson responded to questions regarding student progress on the School District's achievement targets during 2005/2006 and regarding revisions made to strengthen the School District's commitment to continuous improvement and student achievement.

L. Johnson expressed appreciation for the efforts of Sandy Thompson, Executive Assistant to the Assistant Superintendents, in preparing this document for distribution.

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C.2. NVSD Accountability Contract for 2006/2010 (continued)

Moved by S. Fleming

that the North Vancouver School District Accountability Contract for 2006/2010 as set out in Schedule C.2. of the Administrative Memorandum of October 24, 2006 be adopted.

Seconded by V. Vinaric

Carried

C.3. Enrolments and Staffing Report

Trustees received with their agendas a copy of the Enrolments and Staffing Report for 2006/2007.

Superintendent Lewis provided highlights of this report, noting that it had been prepared by Assistant Superintendent Dave Pearce and Human Resources Director Barbara Walter. The Board receives this annual enrolments and staffing report providing summary information related to school and program enrolments and staff utilization.

Enrolments continued to decline significantly at the elementary level. ESL and First Nations enrolments were also down. Enrolment of international students stayed the same at the secondary level and increased at the elementary level.

In terms of Instructional and Support staff, there was an increase in the number of teachers related to the lowering of class size averages. The number of support staff and special education aides had also increased.

Human Resources data up to June 2006 indicated a drop in retirements. There were challenges to staffing with regards to hiring teachers on call (TOC's) and new hires. In 2005/06, there had been teacher layoffs; this year, there were no layoffs. Attraction and retention of teachers remained difficult for specialty areas. In particular, it has been challenging to fill positions for special instructors for specific programs.

A number of TOC's had been hired and almost half had since resigned. The School District was not able to retain them when they were offered full-time positions in other school districts. Furthermore, affordability in North Vancouver is an issue for teachers who wish to live in the same community in which they work. It has been particularly difficult to retain specialist TOC's.

Superintendent Lewis responded to Trustees' questions regarding the report.

Special education enrolment is up, due in part to more students being identified through the identification process. The School District attracts students and families because of the quality of its special education programs. Increased enrolment is accompanied by incremental funding and requires additional special education teachers and assistants.

The number of international students at the elementary level has increased due to the quality of instruction and introduction of the elementary program in 2003/04. These students are distributed across the School District; as a result, the percentage per school is low. There is additional staffing and support at the schools to assist these students.

The Human Resources department is experiencing recruitment challenges. The quality of programs and professional development opportunities attract people to the School District.

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C.3. Enrolments and Staffing Report (continued)

Secretary Treasurer Young responded to a Trustee's inquiry regarding concerns about budgetary pressures this year due to lower than anticipated student enrolment and the surplus being used up. She commented that this is one of many budgetary pressures, such as the unknown amount of TOC harmonization funding and the unknown effects of the school fees ruling on the School District.

Moved by S. Skinner

that the Enrolments and Staffing Report (2006/2007) be received.

Seconded by J. Thornthwaite

Carried

C.4. Class Size Regulation Report (2006/2007)

Trustees received with their agendas a copy of the North Vancouver School District Class Size Regulation Report (2006-2007).

Section 76.1 of the *School Act* (the Act), the Class Size Regulation, requires that:

- (1) On or before October 30th of each year, a board must prepare and submit to the Minister a report that:
 - (a) declares that
 - i) the board has determined the average class size, in the aggregate, for kindergarten, grades 1 to 3, grades 4 to 7, and grades 8 to 12 in accordance with this regulation;
 - ii) the average class size referred to in subparagraph (i) does not exceed the averages specified in section 76.1 of the Act; and,
 - iii) the size of any kindergarten or grades 1 to 3 class in any school in its school district does not exceed the limits specified in section 76.1 of the Act; and,
 - (b) is signed by the chair of the board.
- (2) On or before October 30th of each year, a board must prepare a report that contains the following information:
 - (a) the average class size, in the aggregate, as determined under sections 2 to 4;
 - (b) the number of students in the school district, as of September 30, in each
 - i) kindergarten class, and
 - ii) grades 1 to 3 class.
- (3) On or before October 30th of each year, a board must:
 - (a) make publicly available, during business hours at the office of each school in the school district, copies of the report referred to in subsection (2), and
 - (b) submit copies of the report referred to in subsection (2) to the chair of each parents' advisory council in the school district.

Superintendent Lewis presented the Class Size Regulation Report (2006/2007) that complies with this Regulation.

Moved by C. Dorais

that the Class Size Regulation Report (2006/2007) as appended to Schedule C.4. be approved.

Seconded by V. Vinaric

Carried

C.5. October 3, 2006 Meeting of the Finance and Facilities Standing Committee

With their agendas, Trustees received a copy of the meeting notes from the October 3, 2006 meeting of the Finance and Facilities Standing Committee.

Trustee Dorais, Chair of the Finance and Facilities Standing Committee, commented that the meeting was well attended. In addition to routine reports, a report on summer facilities projects was presented.

The next meeting of the Finance and Facilities Standing Committee is scheduled to take place on Tuesday, January 16, 2007.

C.6. Superintendent's Report

At the meeting, Trustees received a copy of the Superintendent's Report dated October 24, 2006 in which the Superintendent reported on items of interest or concern not otherwise covered in the agenda. A summary of the report is provided below.

Caries Free Kids – In 2006/07, for the second year, Vancouver Coastal Health dental staff will check all kindergarten students' teeth as part of a province-wide survey aimed at assessing the level of oral health in our communities. The findings from the provincial survey will assist in the planning and implementation of programs to promote dental health and prevent dental disease in our school-age population. This brief survey, which will take place in conjunction with the annual kindergarten hearing screening, does not replace regular check-ups by a dentist.

All of the kindergarten students surveyed in 2005/06 at Carisbrooke, Montroyal, and Windsor House Program had perfect results.

Award for Excellence in Public Health – The North Vancouver School District has received the British Columbia Provincial Health Officer's Award for Excellence in Public Health. This award recognizes the School District's leadership as the first B.C. school district to endorse 100% healthy food in school vending machines.

The School District's Request for Proposals for vending machines was written by Karl Fichter, Manager of Procurement Services. Karl's RFP has set a new standard throughout British Columbia. Vancouver Coastal Health has used the same RFP for vending machines located within their organization. The Board is acknowledged for its endorsement of Policy 305: Health Promotion in Schools.

CSSE Safety Award – The North Vancouver School District received an Achievement Recognition Award at the Canadian Society of Safety Engineering - BC/Yukon Region's 2006 Safety Forum and Awards Ceremony on October 18, 2006. Gord Kinney, Occupational Health and Safety Manager, accepted the award on behalf of the School District.

The School District was recognized for its model achievement as a leader in schools' emergency preparedness and planning. The School District's Emergency Management Guide for North Shore Schools was noted as a "well-respected" manual.

The following individuals are acknowledged for their assistance in the development of the School District's safety procedures, guides and training materials: Bernadette Voit (Schools Emergency Planning Coordinator, North Shore Emergency Management Office) and School District staff Liz Bell, Steve Garland, Gord Kinney, Ken Neale, Peter Therrien, Peter Ewens, Robin Brayne and Ian Robertson (retired).

C.6. Superintendent's Report (continued)

An Assessment of Merit: WorkSafeBC – The North Vancouver School District has received its 2007 WorkSafeBC Assessment Rate, a premium that the School District pays on its assessable payroll. In 2006, the District's injury rate was slightly higher than the industry average, resulting in an increased annual assessment. Through improved safe-work practices, the School District has now moved to a merit assessment and the base rate has dropped significantly. This represents an estimated \$130,000 in annual savings to the School District.

Library Automation Project – The School District's Library Automation Team has successfully completed cataloguing at Lynn Valley and Argyle Schools. The cataloguers are completing the collection at Larson School and will then move to Canyon Heights School. Cataloguing of the Teachers' Professional Library (TPL) at LMCC is in progress and will continue with the District's Media collection. The goal is to have both the TPL and Media collections ready for circulation by Christmas 2006. The Library Automation Team is most appreciative of the support that has been provided to them by the District's Teacher-Librarians. The assistance of Stephen Lamb, IT Services Manager, and Leanne Turkington, Consultant, was also acknowledged. This initiative is expected to take three to four years to implement in all of the School District's libraries.

C.7. Trustees' Reports

The Trustees reported on their activities on behalf of the Board as follows:

1. Meetings attended by Trustees included:
 - Aboriginal Leadership Team Meeting
 - Advisory Planning Commission Meeting
 - Balmoral PAC Meeting (overview of International Baccalaureate Program)
 - BCSTA Metro Branch Meeting
 - DPAC Orientation
 - Finance & Facilities Standing Committee Meeting
 - Lions Gate Christian Academy – Meeting with Principal
 - Meeting of the Advisory Planning Commission for the City of North Vancouver
 - Meeting with Dan Jarvis, MLA (North Vancouver-Seymour) and assistant
 - Meeting with Health Board at Lions' Gate Hospital
 - Meeting with Mayor of West Vancouver
 - Meeting with MLA Assistant re: AFG, School Fees, Corren Agreement
 - Provincial Council Meeting
 - Safe and Caring Schools Meeting
 - Seycove Secondary – Meeting with Principal
 - Seymour Community Forum – Briefing Session with District of North Vancouver Mayor, Council and Senior Staff
 - Sherwood Park Elementary – Meeting with Principal and Vice Principal
 - Task Force on Substance Abuse – Brainstorming Session
2. Events attended by Trustees included:
 - Association of Elementary Administrators' Conference – "Awakening Brilliance"
 - Argyle Public Open House re: Disposition of Surplus School Property
 - Artists for Kids – unveiling of Gordon Smith's new print
 - Beginning Teachers Mentorship Program Luncheon
 - Braemar Public Open House re: Disposal of Surplus School Property
 - Centennial Theatre Society's 40th Anniversary Reception

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C.7. Trustees' Reports (continued)

- Cleveland Public Open House re: Disposal of Surplus School Property
- Farewell Reception for Anne Mooi, Executive Director of Parkgate Community Centre
- International School Libraries Day Celebration
- North Vancouver Recreation Commission Reception
- North Vancouver Recreation Commission Regular Meeting
- Professional Development Day – met with teachers and Gordon Smith re: teaching art with found objects
- Queen Mary – Unveiling of Centennial Mural
- Rotary Club Gala Wine Festival at Capilano Mall in support of North Shore Crisis Services Society and other community-serving Rotary Projects (featured sponsor: Artists for Kids)
- Secondary School Administrators' Conference
- Volunteer Recognition Dinner and Awards Ceremony at John Braithwaite Community Centre
- West Vancouver Rotary Club Fundraiser
- Windsor School Interact Club Fundraiser for the BC Cancer Foundation "Crop Your Mop for Cancer" campaign

D. Future Meetings

Future meetings of the Board were noted as follows:

Tuesday, November 7, 2006 at 7:00 p.m.
Education and Programs Standing Committee Meeting
Leo Marshall Curriculum Centre

Tuesday, November 28, 2006 at 7:30 p.m.
Public Board Meeting
Board Room, School Board Office

E. Question Period

The Chairperson called for questions from the public on business conducted during the meeting.

There were no questions from the public.

H. Adjournment

The established agenda being completed, the Chairperson adjourned the meeting at 10:04 p.m.

Certified Correct:

Irene Young
Secretary Treasurer

Pat Heal
Chairperson, Board of Trustees

Date

Date