

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, April 24, 2007.

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

A.1. Call to Order

Chairperson Dorais called the meeting to order at 7:00 p.m.

A.2. Approval of Agenda

Moved by G. Diebolt

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

Seconded by V. Vinaric

Carried

A.3. Approval of Minutes

Moved by V. Vinaric

that the minutes of the public meeting of March 27, 2007 be approved as circulated.

Seconded by G. Diebolt

Carried

A.4. Approval of Minutes

Moved by S. Skinner

that the minutes of the special public meeting of April 3, 2007 be approved as circulated.

Seconded by P. Heal

Carried

B.1. North Vancouver Cloverley School Tenure Bylaw 2007

Trustees received with their agendas the North Vancouver Cloverley School Tenure Bylaw 2007; Terms and Conditions Schedule; and standard form of lease.

Secretary Treasurer Young introduced this item.

The Pro Arte Performing Arts in Motion Ltd. (Pro Arte) sublease at Cloverley Elementary School is currently in overholding at an annual rate of \$53,600 (less the cost of utilities). A lease agreement for \$82,500 annually is proposed which would give Pro Arte occupancy of the entire upper floor of the building. Pro Arte has agreed to assume full responsibility for the entire building and will actively seek one or more compatible tenants to sublease the lower floor of the building. Under this agreement, the School District will retain all tenant and subtenant rent up to a maximum of \$110,000 per annum for the duration of this lease. Rent in excess of \$110,000 per annum will accrue to Pro Arte. The lease agreement will be the School District's standard form of lease.

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B.1. North Vancouver Cloverley School Tenure Bylaw 2007 (continued)

The Secretary Treasurer and Sandy Shaw, Manager of Business Development, responded to Trustees' questions regarding incentive to Pro Arte to sublease; how other groups might be housed in the building; who makes the decision regarding compatible tenants to sublease; the status of the Pro Merita Academy; the possibility that the space would be needed for Ridgeway students; student capacity (number of classrooms upstairs and downstairs); the length of time of the lease; if Pro Arte might be a better fit for the Balmoral building; the ability to move Pro Arte to an alternate location if the building was needed for another use; the ability to sell with a tenant in place; the amount of notice required to end lease; lease amounts at other schools; the potential to put School District programs in the basement with this lease; and how the dollar amount of the lease was arrived at.

After some discussion, it was:

Moved by V. Vinaric

that School District No. 44 (North Vancouver) North Vancouver Cloverley School Tenure Bylaw 2007 be read a first time.

Seconded by G. Diebolt

Carried

Against:

C. Dorais

S. Skinner

J. Thornthwaite

Moved by V. Vinaric

that School District No. 44 (North Vancouver) North Vancouver Cloverley School Tenure Bylaw 2007 be read a second time.

Seconded by G. Diebolt

Carried

Against:

C. Dorais

S. Skinner

J. Thornthwaite

Per section 68(4) of the *School Act*, the Board may not give a Bylaw more than two readings at any one meeting without the unanimous consent of the Board. The third reading of the Bylaw will therefore be read at the May 15, 2007 Public Board Meeting.

B.2. Approval of Highlands Elementary Capital Project Agreement

Trustees received a draft of the Highlands Elementary School Capital Project Agreement with their agendas.

The Secretary Treasurer introduced this item.

The Ministry of Education's 2004/05 Capital Plan approved support for the replacement of Highlands Elementary School at a capacity of 350 students plus 80 kindergarten students. Approval was contingent upon completion of a two-phase feasibility study to confirm the scope and budget of the project.

The Project Agreement authorizes the Board to proceed with the project and outlines the terms and conditions of the approval. The Province will provide capital funding of \$11,824,589 towards this project and potentially an additional amount of up to \$2,036,948 as a construction cost escalation reserve. The Board in turn agrees that it will carry out the capital project in a manner that ensures:

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B.2. Approval of Highlands Elementary Capital Project Agreement (continued)

- 1) Cost-effective design and construction;
- 2) Competent project management and cost control through all project phases; and,
- 3) School Board fiscal and management accountability with respect to the Capital project, in accordance with the Capital Asset Management – Project Procurement Procedure and Guidelines.

Once the Ministry of Education approves the Project Agreement, the Board can tender the contract for the construction of a new school at Highlands. The expected completion date of the new Highlands School is January 2009.

The Secretary Treasurer commented on the enormous escalation of construction costs. She noted that, recognizing that there is an initial cost to going green, \$260,000 has been set aside for green building initiatives.

Ian Abercrombie, Director of Facilities and Planning, responded to Trustees' questions regarding whether the Board will have to pay for some of the construction costs; what would happen if the project was over budget; enhancing the site for community use, for example, by portioning off the physical activity wings from the rest of the school; projections regarding escalating dollar amount; and green initiatives.

Moved by S. Fleming

that the Board authorize the Chair and the Secretary Treasurer to execute an agreement for the replacement of Highlands Elementary School located at 3150 Colwood Drive, North Vancouver, British Columbia, substantially in the form of the Capital Project Agreement attached to the Administrative Memorandum of April 24, 2007.

Seconded by P. Heal

Carried

C.1. Inspirations 44: A Kindergarten Extension Program Report

Trustees received with their agendas *Inspirations 44: A Kindergarten Extension Program Pilot Project Report*.

Larry Johnson, Assistant Superintendent of Student and Program Services, introduced this item and gave an overview of the report. The report was prepared on a consultant basis by Melisse Adams, former District Principal for Program Services.

Inspirations 44: A Kindergarten Extension Program was approved by the North Vancouver School Board as a pilot project commencing in September 2004. Prior to formalizing the program in the School District, and in order to obtain as much information as possible, Inspirations 44 has continued as a pilot project over the last three school years. The purpose of this report is to consider information provided by parents, teachers and principals involved with Inspirations 44; to consider research and best practices associated with the provision of kindergarten extension programs; and to make recommendations regarding the structure and delivery of the program.

Assistant Superintendent Johnson responded to Trustees' questions regarding why the number of Aboriginal kindergarten students has dropped every year from 2004 to 2006; if a new administrator will be hired; and whether there is a need to advocate for funding for full-day kindergarten.

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C.1. Inspirations 44: A Kindergarten Extension Program Report (continued)

Moved by S. Skinner

that the *Inspirations 44: A Kindergarten Extension Program Report* be received and that Inspirations 44 be formally adopted as a program of the North Vancouver School District.

Seconded by P. Heal

Carried

C.2. Terasen Gas – School District Efficiency Rebates

At the meeting, a Terasen Gas energy profile regarding the School District's energy conservation initiative was distributed.

Jeff Jackson, Maintenance Department Manager, and Sarah Smith, Manager, Marketing and Energy Efficiency of Terasen Gas, introduced this item.

The boiler efficiency program, administered by Terasen Gas and co-funded by National Resources Canada (Federal Government), gives incentives to building owners for lower fuel bills over the long term and a high quality, reliable heat source for the health and comfort of the staff and students of the North Vancouver School District.

The School District has adopted the recommended efficiency standards as a result of its participation with Terasen Gas in this program for buildings being constructed in British Columbia.

In almost all the School District's school buildings in North Vancouver, natural gas is the primary heat source; more importantly, this heat is provided by boilers. This valuable, non-renewable resource can be used with far greater efficiency if the correct equipment and technology is initially installed.

Ms. Smith congratulated the School District on taking a leadership position in environmental conservation. Reducing greenhouse gas and investing in conservation provides those investing with a hedge against future rising energy prices. Efficiency boilers result in savings and reductions in emissions and air contaminants. These are investments in everyone's future.

As a result of the School District's successful applications of the Efficient Boiler Program in five of its schools (three retro-fits and two new schools), Ms. Smith, on behalf of Terasen Gas, presented the School District with a cheque in the amount of \$75,835.

Mr. Jackson noted that Highlands School will also be embarking on this program.

Ms. Smith responded to a Trustee's question regarding participation in this program by other school districts. Ms. Smith commented that she thinks this is the biggest cheque that has been given to a school district.

C.3. School Completion Certificate

Trustees received "Guidelines for School Completion Certificate" with their agendas.

Sue Altman, District Principal of Student Services, presented the guidelines to the Board.

School Completion Certificates are intended to recognize the accomplishments of students with special needs or other students who have succeeded in meeting the goals of their individual education programs other than graduation. As part of school boards' responsibility to provide an education program to these students, school boards may recognize that the students have met the goals and objectives of their educational program and request that the Ministry of Education

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C.3. School Completion Certificate (continued)

issue a School Completion Certificate (SCC). The Ministry delegated to school boards the responsibility of developing the criteria that students have to meet for an SCC to be issued. School boards have been directed to make such criteria public.

The criteria for the SCC were developed to parallel graduation criteria. In addition to students with special needs, the SCC applies to some students who are on an adaptive or modified program. The Ministry has decided that students in Grades 11 and 12 on a modified program can receive letter grades and a transcript in addition to the SCC.

In order to be eligible for a School Completion Certificate, a student must complete an individual education plan, transition plan, work experience/community service and physical activity.

Ms. Altman responded to Trustees' questions regarding modified programs; if letter grades are beneficial for students on Individual Education Plans; and what the SCC allows students to do in terms of post-secondary education.

Moved by V. Vinaric

that the Board adopt the Guidelines for School Completion Certificate as attached to Schedule C.3. of the Administrative Memorandum effective April 25, 2007.

Seconded by G. Diebolt

Carried

C.4. Organization of Classes Report Update 2006/07

Trustees received with their agendas the *Organization of Classes Report Update 2006/07* reflecting changes after the report of October 2, 2006.

Superintendent Lewis presented this item and provided the report to the Board.

In accordance with the *Education (Learning Enhancement) Statutes Amendment Act*, this report fulfills the responsibility of the Superintendent of Schools to report changes that have occurred subsequent to the report of October 2, 2006 that was approved by the Board and submitted to the Minister of Education regarding the organization of classes, the rationale for classes over 30, and the appropriateness of the organization of classes for student learning. The Minister of Education, in turn, must make the report received from the Board available to the public.

The Superintendent responded to Trustees' questions regarding consultation with teachers and the meaning of "> 3".

Moved by V. Vinaric

that the Board accept the *Organization of Classes Report Update 2006/07* as signed and submitted by the Superintendent of Schools on April 18, 2007.

Seconded by J. Thornthwaite

Carried

C.5. Proposed Local School Calendar 2007/08

The Superintendent introduced this item.

In accordance with the School District's *Policy 904: School Calendar*, the Local School Calendar Committee proposed the following variance to the local school calendar for 2007/08 for the Board's consideration:

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C.5. Proposed Local School Calendar 2007/08 (continued)

Specifically, that Spring Break be extended by three days: Wednesday, March 26; Thursday, March 27; and Friday, March 28, 2008. Three professional development days would be reinstated as regular days of instruction. The number of days of instruction set in the Standard School Calendar would remain unchanged at 187 without loss of instructional time.

As a result of the consultation process with stakeholders, there was minimal feedback with respect to the proposal. In summary, only four concerns were expressed to the Chair of the Local School Calendar Committee, all related to childcare accommodation. Feedback received from Parent Advisory Councils and employee representatives was collectively positive.

Should the Board adopt the proposed Local School Calendar for 2007/08, the next step in the process would be to communicate the information via the School District's website to parents by May 30, 2007.

The Superintendent responded to a Trustee's question regarding the three professional development days.

Moved by P. Heal

that the Board approve the proposed Local School Calendar as described above for the 2007/2008 school year.

Seconded by S. Skinner

Carried

C.6. Report on Status of Budget Consultation

At the meeting, the Secretary Treasurer distributed a summary of feedback received with regards to the budget consultation. The Secretary Treasurer presented this item.

This topic was discussed at the Finance and Facilities Standing Committee meeting of April 10, 2007. In response to a request for feedback, the Secretary Treasurer received 10 responses. There was general support for the Report of the Budget Working Groups. The use of 40% of the holdback in Tier 1 was necessary because the 2006/07 holdback was not distributed to school boards by the Ministry of Education. Expenditures will be monitored over the next several months in an effort to create a greater surplus by year end which could be applied to the 2007/08 budget. The Secretary Treasurer commented that this would be brought forward at the May 15, 2007 Public Board meeting. Board approval is sought sooner rather than later. Some concern/caution was raised regarding the holdback. The Secretary Treasurer suggested that discussion at the Board level would be worthwhile.

Trustees expressed concern about relying on holdback funds before they are received while commenting that this may strengthen the School District's lobbying position. The Board Chair noted the need to communicate to the Ministry what the Board is doing so that it knows the School District is relying on this funding.

The Secretary Treasurer responded to a Trustee's question regarding whether changes can be made to Tier 1 of the budget.

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C.6. Report on Status of Budget Consultation (continued)

Moved by S. Fleming

that the Board direct the Secretary Treasurer to prepare the budget for the fiscal year 2007/08 incorporating the Budget Tier proposals presented at the April 10, 2007 Finance and Facilities Standing Committee Meeting; and,

that the Board direct senior administration to allocate any unallocated surplus that may be created through expenditure controls by June 30, 2007 towards reducing the amount of the 2007/08 holdback currently identified in Tier 1.

Seconded by J. Thornthwaite

Carried

C.7. April 10, 2007 Meeting of the Finance and Facilities Standing Committee

Copies of the meeting notes from the April 10, 2007 meeting of the Finance and Facilities Standing Committee were distributed at the Board meeting.

Trustee Fleming, Chairperson of the Finance and Facilities Standing Committee, reported on highlights of the meeting. He asked that the tours of Sutherland and Westview School construction be included in the April 10, 2007 Finance and Facilities Standing Committee meeting notes prior to the Call to Order.

The Secretary Treasurer responded to a Trustee's question regarding when the results of the market survey regarding prioritization of capital project spending are anticipated to be available to Trustees.

The next meeting of the Finance and Facilities Standing Committee is scheduled to take place in the fall.

C.8. Field Trips - Secondary

The Chairperson gave an overview of field trips for secondary school students as follows:

- Carson Graham Secondary School – Field trip to Japan (April 25 - May 6, 2007); and,
- Handsworth Secondary School – Field trip to Italy (October 19-26, 2007).

C.9. Superintendent's Report

At the meeting, Trustees received a copy of the Superintendent's Report dated April 24, 2007 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.

Intermediate Choral/Music Festival (April 24-25, 2007) – This year's Intermediate Choral/Music Festival, coordinated by Margaret Inglis and Michele Denny, is being held on April 24 and 25, 2007 at Centennial Theatre. Thirty-one groups from participating schools will perform for an audience of students, teachers and parents.

Day of Mourning (April 27, 2007) – On Friday, April 27, 2007, schools and facilities in the School District will fly flags at half-mast and observe a moment of silence at 11:00 a.m. to remember workers who have lost their lives as a result of work-related accidents or occupational diseases.

Sea to Sky Regional Heritage Fair (April 28, 2007) – Students from Cove Cliff, Dorothy Lynas, Lynn Valley, Queen Mary, Queensbury, Ross Road, Upper Lynn, Carson Graham, Handsworth and Sutherland schools are participating in the Sixth Annual Sea to Sky Regional Heritage Fair

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C.9. Superintendent's Report (continued)

on Saturday, April 28, 2007 between 11:00 a.m. and 3:00 p.m. Students have explored local history and over 100 of their history projects will be on display at the North Vancouver Museum and Archives' new Community History Centre, located at 3203 Institute Road, and in the adjacent Lynn Valley Elementary School. Activities include panning for gold, making candy, creating heritage hats, and performances by the North Shore Celtic Ensemble and the Squamish Nation's Eaglesong Dancers.

Provincial Concours (May 5, 2007) – French Immersion, Late Immersion and Francophone students competed on April 9, 2007 in the School District's Concours d'Art Oratoire at Leo Marshall Curriculum Centre. Winners of the competition are eligible to compete in the Provincial Concours at Simon Fraser University on May 5, 2007. On behalf of the Board and District staff and students, the Superintendent wished good luck to Alexandra, Brodie, Delphine, Ella, Geneviève, Matthew, Maya, Monika, Nahal, Noah, Robyn, Samantha, Shaffiq and Tia.

Seycove School's Ubuntu Walk (May 6, 2007) – During the past several years, Seycove students have engaged in the Ubuntu Project which includes service and social responsibility activities that develop the concepts of citizenship, the importance of community, service to others, self-efficacy, goal setting, grade-wide communication and a sense of belonging.

The challenge for this year's project is to raise \$25,000 for the Stephen Lewis Foundation to support victims of the AIDS pandemic in Africa. The community is invited to participate in the Ubuntu Walk on Sunday, May 6, 2007. Registration information is available at www.changeagents.com/ubuntu.

Former District employees Linda Loverock, Leslie Thomas, Cathy Pearce and members of the Seycove community are donating their time to sew school bags that will be filled with school supplies and delivered to students in an orphanage in South Africa. For more information about supporting this worthwhile project, please contact Andrea Yeo at ayeo@nvsvd44.bc.ca.

Big One at One – Emergency Preparedness Week (May 6-12, 2007) – North Vancouver School District is participating in the Second Annual North Shore "Big One at One – Drop, Cover, Hold", an earthquake-preparedness drill, on Friday, May 11, 2007. Bernadette Woit, North Shore Schools Emergency Planning Coordinator, and Gord Kinney, Health and Safety Manager, are coordinating this drill.

Primary Days of Music (May 14-17, 2007) – During the past 18 years, the Primary Days of Music has been the centerpiece of the primary music program in North Vancouver School District. This year's event, coordinated by Margaret Inglis and Bruce Sled, offers an opportunity for over 850 primary students to share music making with other performers in a non-threatening, theatre-in-the-round setting. Three sessions run per day and parents are welcome to come and watch individual sessions. The Primary Days of Music is being held on May 14 through 17, 2007 at the Tsleil-Waututh Recreation Centre on Takaya Drive in North Vancouver.

A Tribute to Westview School (May 17, 2007) – In preparation for the move to the new school, Westview's staff and community cordially invite you to a "Tribute to Westview: Past, Present, and Future" on May 17, 2007. The self-guided tours begin at 10:00 a.m. The ceremony will take place at 6:00 p.m. in the Westview School Gymnasium.

Youth Centennial Festival (May 21, 2007) – North Vancouver School District is an official partner in the Youth Centennial Festival on Victoria Day, May 21, 2007, from 12:00 noon to 4:00 p.m. During the past year, 15 secondary students have been working with Lisa McCarthy, Community Development Worker (Youth Programs), to plan this Centennial event.

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C.9. Superintendent's Report (continued)

The festival will take place at the Centennial Theatre parking lot and at the City Skate Park and Norseman Field. There will be skateboard competitions, a 3-on-3 basketball tournament, a climbing wall, a temporary tattoo parlour, bungee jumping, children's games, and arts and crafts sales. The festival includes bands, dance performances, circus performers, martial arts presentations, a professional singing booth, stilt walkers, jugglers, face painters, professional balloonists and a puppeteer.

Following his report, the Superintendent distributed to Trustees a tentative schedule for the District Review Team. He responded to Trustees' questions regarding the District Review, including who chooses the schools to be reviewed; how this process is related to the new superintendents of achievement; and if Trustees could be included in the final meeting as they were last year.

C.10. Trustees' Reports

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

1. Meetings attended by Trustees included:

- Ab Ed Steering Committee Meeting – Focus on First Nations students feeling safe and supported in schools
- BC School Trustees Association AGM
- Board Planning Meeting
- Coho Society AGM
- Committee of the Whole Meeting
- City of North Vancouver (CNV) Council Meeting re: Ridgeway Project
- CNV Parks and Environment Advisory Committee Meeting
- Education Week Planning Committee – Debriefing Meeting
- Finance and Facilities Standing Committee Meeting
- North Shore Credit Union Grant Announcement
- Recreation Commission Meetings
- Ridgeway and Lonsdale Projects – Meeting with CNV Mayor Mussatto
- Ridgeway PAC Meeting
- Special Board Meeting re: Balmoral and Carson Graham Schools
- Status of Ridgeway Study and CNV Report to Council – Update/Briefing Meeting with Katherine Whittred, MLA
- Sutherland PAC Meeting
- Trustee-MLA Meeting
- Windsor PAC Meeting
- Youth Grants and Awards Selection Committee Meeting

2. Events attended by Trustees included:

- Artists for Kids' "Celebration of Printmaking"
- Asahikawa Concert
- Balmoral Open House
- BCSTA Pre-Conference Workshop
- Bill Good Show – Guest Spot re: Balmoral Decision
- Carisbrooke Visit – Meeting with Principal and Tour
- Carson Graham – Tour and Discussion with Jan Palmer re: Functional Skills Program
- Dinner with Guests from Japan

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C.10. Trustees' Reports (continued)

- Don Bell, MP – Panel and Discussion on the Environment
- Dr. David Suzuki's Lecture – CNV Centennial Celebration
- Handsworth Secondary – Visit
- Larson Talent Show
- Leadership Celebration
- "Leadership Makes a Difference" Governance Forum for Locally-Elected Leaders
- Long-Term Employee Reception
- Mentorship Program
- North Vancouver Outdoor School – Focus Sessions for Community of Squamish
- NVSD Coaches' Recognition Dinner
- Queensbury School – Meeting with Principal and Vice Principal and Tour
- Ross Road Visit
- Sutherland and Westview Tours
- Teacher Recognition
- VSO/Honour Band and Strings at Centennial Theatre
- "Why Sustainability Education?" Conference
- Windsor House School – Meeting with Shirley McBride and Barbara Leigh on Assessment and Evaluation
- Windsor House Showcase – Talent Show and Presentation

3. Upcoming Meetings/Events:

- Spring Fest sponsored by Carson Graham Family of Schools (Sunday, May 13, 2007)

D. Future Meetings

Future meetings of the Board were noted as follows:

Tuesday, May 1, 2007 at 7:00 p.m.
Education and Programs Standing Committee Meeting
Leo Marshall Curriculum Centre

Tuesday, May 15, 2007 at 7:00 p.m.
Public Board Meeting
Board Room, School Board Office

Tuesday, June 5, 2007 at 7:00 p.m.
Education and Programs Standing Committee Meeting
Leo Marshall Curriculum Centre

E. Question Period

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

The Chairperson responded to questions regarding the physical activity requirement for the school completion certificate; when the school completion certificate guidelines take effect; orientation for new teachers with regards to the Inspirations 44 report; and class size with regards to the organization of classes report update.

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H. Adjournment

The established agenda being completed, the Chairperson adjourned the meeting at 9:48 p.m.

Certified Correct:

Irene Young
Secretary Treasurer

Chris Dorais
Chairperson, Board of Trustees

Date

Date