School District No. 44 (North Vancouver)

Minutes of the Inaugural **Public Meeting** of the Board of Education, School District No 44 (North Vancouver) held in the Artists for Kids Gallery of the Leo Marshall Curriculum Centre, 810 West 21st Street in North Vancouver, British Columbia on Tuesday, December 9, 2008.

PRESENT: H. Back
L. Buchanan
B. Forward
S. Skinner
F. Stratton
M. Tasi
J. Thornthwaite

Oaths of Office and Allegiance

Secretary Treasurer Irene Young introduced the Honourable Madame Justice Brenda Brown of the Supreme Court of British Columbia, who was present to administer the Oath of Office and the Oath of Allegiance to the newly elected Trustees.

In accordance with Section 50 and Section 50(4) of the *School Act*, newly elected Trustees Holly Back, Linda Buchanan, Barry Forward, Susan Skinner, Franci Stratton, Mary Tasi, and Jane Thornthwaite each swore an Oath of Office and an Oath of Allegiance before the Honourable Madame Justice Brenda Brown.

A.1. Call to Order

Secretary Treasurer Irene Young called the meeting to order at 7:50 pm.

A.2. Election of a Chairperson

Secretary Treasurer Irene Young noted that the Board was required by its Policy 104 to elect one of its members to be the Chairperson of the Board. She called for nominations for Chairperson. Trustee Stratton nominated Trustee Thornthwaite for the position of Chairperson of the Board. There being no other nominations on three successive calls, Trustee Thornthwaite was acclaimed Chairperson of the Board for the year ending November 30, 2009.

Chairperson Thornthwaite took the Chair.

A.3. Election of a Vice Chairperson

Chairperson Thornthwaite called for nominations for the position of Vice Chairperson of the Board.

On the first call for nominations, Trustee Forward nominated Trustee Skinner.

There being no other nominations on three successive calls, Trustee Skinner was acclaimed Vice Chairperson of the Board for the year ending November 30, 2009.

A.4 Approval of Agenda

Moved by S Skinner
that the ten minute public comment period that was passed and adopted at the December 11, 2007 Public Board Meeting on a trial basis be reinstated, effective immediately, as the first item of business, after the adoption of the agenda. Further, that the procedures to be followed for the public comment period be determined by the Board Chairperson. The extension of this trial

A.4 Approval of Agenda (continued)

period will continue until such time as it can be reviewed, revised and adopted into the coordinating board policy (Policy 104).
Seconded by M Tasi Carried

Discussion followed regarding the establishment of a subcommittee to review Policy 104. The revised policy would then go to the Policy Review Committee and then to the Board for final approval. The Secretary Treasurer will strike a subcommittee to review Policy 104.

Moved by S Skinner
that the agenda, as recommended in the Administrative Memorandum and with the inclusion of the Public Comment Period, be adopted
Seconded by B Forward Carried

A.3. Approval of Minutes

Moved by S Skinner
that the minutes of the public meeting of November 25, 2008 be amended. Specifically, that the last paragraph in Item C.1 be struck from the minutes as the comments contained in the paragraph do not comply with the directions included in Policy 104 under "Minutes of Board Meetings". Policy 104 specifically states that: "The minutes will contain a record of official actions taken, but will not contain an account of comments or opinions expressed by individual Trustees."
Seconded by B Forward Carried

Moved by B Forward
that the minutes of the public meeting of November 25, 2008 be approved as amended
Seconded by H Back Carried

A.4. Public Comment Period

Chair Thornthwaite called for any comments from the public with regards to items on the agenda. There being no comments, the Chair proceeded to the next agenda item.

B.1. Carson Graham Secondary School Capital Project Bylaw

Secretary Treasurer Irene Young presented the Carson Graham Secondary School Capital Project Bylaw 114463. Copies of Capital Project Bylaw No 114463 and the Capital Project Agreement were distributed at the Board meeting. The Secretary Treasurer noted that discussions with the Ministry to finalize costing had only concluded that day. The total project cost is estimated to be $43,898,179.

The feasibility study undertaken for Carson Graham Secondary (identified as a high seismic risk) demonstrated that the cost to seismically upgrade and install a sprinkler system was approaching 90% of replacement cost. Accordingly the Board in consultation with the Ministry of Education determined that better long-term value could be achieved through a replacement school. As required by the Ministry of Education, a review of long-term enrolment projections of all NVSD secondary schools west of Lynn Creek was undertaken. Due to significant projected enrolment decline in the study area (Argyle, Carson, Handsworth, Balmoral and Sutherland) over the next 10 years and because of the excess capacity of Balmoral School, it was determined that the Carson Graham replacement school requires a capacity of 800. This is a reduction of 500 spaces from its existing 1300 student capacity. The Ministry of Education expects the School District to address the excess capacity of Balmoral once the Carson Graham replacement school is completed.

B.1. Carson Graham Secondary School Capital Project Bylaw (continued)

Typically, a replacement school is built on an adjacent playfield allowing students to remain in their existing school, pending construction of the new school. Carson Graham has limited site area and uses the playfield in the City of North Vancouver's Confederation Park. The provision of temporary accommodation will require the selective destruction of the existing school and the temporary relocation of approximately 300 students to Balmoral during the construction of the new school.

The target construction start date of the Carson replacement school is September 2010.

Secretary Treasurer Young and Ian Abercrombie, Director of Facilities and Planning, responded to Trustees' questions and concerns regarding: process for prioritizing of capital projects; impact on current programming at Carson Graham during and after construction; Balmoral Secondary's capacity and its ability to house additional students during and post-construction; options to design Carson Graham for a capacity of 1100 students; and the need for further community consultation.

Moved by M Tasi
that the Board of Education meet at the earliest opportunity but no later than January 31, 2009, to decide on a process of meaningful community consultation that engages all schools affected by displacement of students during construction and to work towards a master plan based on the values and guiding principles that focus on the well being of the students and community.
Seconded by B Forward Carried

Moved by H Back
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 14463 be read a first time.
Seconded by L Buchanan Carried

Moved by B Forward
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 14463 be read a second time.
Seconded by S Skinner Carried

Trustees unanimously agreed to give the Bylaw third reading at this meeting.

Moved by F Stratton
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 14463 be read a third time, passed and adopted.
Seconded by M Tasi Carried

B.2. Ridgeway Elementary Capital Project Bylaw

The Secretary Treasurer continued by presenting the Ridgeway Elementary Capital Project Bylaw. Copies of Capital Project Bylaw No 113966 and the Capital Project Agreement were distributed at the Board meeting.

In 2004, the Ministry of Education announced funding for a feasibility study to renovate or replace Ridgeway School. The study determined that the least expensive option was to replace Ridgeway School with a new school, however extensive consultation by the Board determined that significant community support existed for the heritage restoration of Ridgeway School.

Ministry of Education policy limits capital funding for a restoration project to 100% of the replacement cost while the cost to complete a heritage restoration was previously estimated at $5 to $7 million over and above the cost of the replacement school. These costs have been reduced

B.2. Ridgeway Elementary Capital Project Bylaw (continued)

to approximately $3.5 million because the Ministry of Education has agreed to fund the cost of temporary student accommodations as well as the cost of space allowed under the Neighborhoods of Learning program.

A typical school replacement project would leave students in the existing school building while a new school is built on the playfield. A restoration project leaves the existing school unavailable and requires students to be temporarily relocated. The Board proposes to relocate students to Cloverley Elementary School during the 2-year restoration period. The current tenant at Cloverley is Pro Arte but their lease expires in July 2009. The modular building now located at the former Lonsdale School site will be relocated to Cloverley to supplement its capacity.

As part of the Lonsdale redevelopment project, the City of North Vancouver's rezoning bylaw created transferable density on both the Lonsdale site and the Queen Mary School site. This density has been conditionally sold to a developer and the Board has committed $3 million of the proceeds of the sale of this density towards its share of heritage restoration project costs. The Board will need to sell land or more transferable density to generate local capital funds to pay for costs over and above the $3 million generated from the conditional sale. The Ministry of Education has agreed to authorize the Board to borrow up to $3 million to fund its share of the costs of both Ridgeway and Queen Mary School in the event that the proceeds of the density sale are not received in time. All borrowed funds need to be repaid by the Board by 2015.

The target construction start date is September 2009. The capacity of the school will be 350 plus 120 kindergarten students. The estimated cost is $21,945,035.

Ian Abercrombie, Director of Facilities and Planning, and Secretary Treasurer Irene Young responded to Trustees' questions regarding: funding reserves; LEED certification of heritage schools, ie Ridgeway and Queen Mary; repairs and cosmetic changes to Cloverley School such as new roof membrane, flooring repairs and timing of this work; capacity of Cloverley to house students during construction; cost of relocation of modular building from Lonsdale site; consultation with current tenant and user groups at Cloverley as well as other partner groups such as North Shore Neighbourhood House with regards to Queen Mary.

Moved by S Skinner
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 113966 be read a first time.
Seconded by H Back Carried

Moved by L Buchanan
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 113966 be read a second time.
Seconded by F Stratton Carried

Trustees unanimously agreed to give the Bylaw third reading at this meeting.

Moved by S Stratton
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 113966 be read a third time, passed and adopted.
Seconded by L Buchanan Carried

B.3. Queen Mary Elementary School Capital Project Bylaw

Secretary Treasurer Irene Young presented the third bylaw of the evening, the Queen Mary Elementary School Capital Project Bylaw. Copies of the Capital Project Bylaw No 114464 and the Capital Project Agreement were distributed to Trustees.

B.3. Queen Mary Elementary School Capital Project Bylaw (continued)

The 2005/06 Five-year Capital Plan included a request for the seismic upgrade of Queen Mary School. The feasibility study undertaken for Queen Mary determined that the cost of the seismic upgrade would be 88% of the cost of a replacement school. Consultation with the Ministry of Education determined that the School District would receive better long-term value if Queen Mary were reclassified as a replacement/renovation capital project. The replacement option has been determined to be the least expensive option however there is significant community support for Queen Mary School to be treated as a heritage restoration project. Downs Archambault has developed a plan for a 350 capacity school with 3 kindergarten classrooms. It allows 246 sq meters under the Neighborhoods of Learning program. The total project cost is estimated at $22,563,146 including the Board's contribution from local capital funds which is estimated to be $3,251,676.

The Board proposes to relocate students to Cloverley Elementary School during the 2-year restoration period. Reuse of Cloverley as temporary accommodation for Queen Mary once Ridgeway is completed is a cost savings to both projects.

The target date to commence construction of the Queen Mary restoration project is September 2011 and will follow completion of the Ridgeway School restoration.

The majority of issues with regards to Queen Mary were covered during discussion of the Ridgeway Project. The Director of Facilities and Planning, Ian Abercrombie, advised the Trustees that the restoration project at Queen Mary will now also include the building of a new gymnasium.

The Chair called for a 5 minute recess.

Moved by L Buchanan
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 114464 be read a first time.
Seconded by H Back Carried

Moved by F Stratton
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 114464 be read a second time.
Seconded by S Skinner Carried

Trustees unanimously agreed to give the Bylaw third reading at this meeting.

Moved by F Stratton
that School District No. 44 (North Vancouver) Capital Project Bylaw No. 114464 be read a third time, passed and adopted.
Seconded by B Forward Carried

The Board was also asked to approve a Master Agreement that covers both Ridgeway and Queen Mary projects. It outlines certain Ministry expectations such as what might happen in the event of significant construction cost de-escalation and facilitates the sharing of resources between the two heritage restoration projects. Copies of the Seismic Projects Master Agreement were distributed.

Moved by S Skinner
that the Board approve the Seismic Project Master Agreement for Ridgeway and Queen Mary heritage restoration projects.
Seconded by H Back Carried

B.3. Queen Mary Elementary School Capital Project Bylaw (continued)

Trustees remarked on the immense amount of work undertaken by all parties to bring forward the three Capital Projects in preparation for Board approval.

C.1. Secondary School Fees 2009/10

Superintendent John Lewis introduced this agenda item. *Policy 706: School Fees* requires that the Superintendent of Schools reviews annually the schedule of school fees for all schools and provides the *Schedule of School Fees* to Trustees for their information. Trustees received in their agenda packages a copy of *Policy 706: School Fees* and the Schedules of School Fees 2009-2010 for North Vancouver School District secondary schools.

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].

Fees for the 2009/10 school year are determined prior to the end of 2008 to allow fee schedules to be included in the secondary school course guidebooks that are published in January of 2009. Elementary supplementary school fees are established on a different timeline and will be completed and communicated prior to May 31, 2009.

Bryn Roberts, Assistant Superintendent, reported that in accordance with Policy 706, North Vancouver secondary schools have established, reviewed and submitted their schedule of supplementary fees for the 2009-2010 school year to the Superintendent. The schedule of supplementary school fees for secondary schools has been developed through consultation with teachers, parents (PAC) and the school administration. School fee proposals have been presented at individual PAC and School Planning Council (SPC) meetings and have been discussed and reviewed with those groups at each school.

It was recommended that Schools post on their individual websites the Schedules of School Fees 2009-2010 and to include a reference to fee waivers in cases of financial hardship and the means by which such a waiver may be obtained. Mr Roberts responded to Trustees' questions regarding the student activity fee; alternative sources to fund guest speakers at Keith Lynn Alternate Senior Secondary; and the fact that academy fees are reviewed separately from Secondary School fees.

Moved by S Skinner

that the Board receive the Schedule of the Secondary School Fees 2009/10

Seconded by B Forward Carried

C.2. Superintendent's Report on Achievement 2007/2008

Trustees received with their agendas the *Superintendent's Report on Achievement 2007/2008.* As per Section 22 and 79.3 of the *School Act,* Superintendent John Lewis presented the annual report, which is intended to serve two main purposes:

- Ensure transparency and accountability for each school district in terms of its responsibility for improving student achievement by providing a public vehicle for the Superintendent of Schools to annually comment on student achievement;
- Provide a mid-year look at student achievement by reflecting on progress to date as well as considering new information that will facilitate subsequent planning for continuing improvement of student achievement at the school and school district levels as school plans and district achievement contracts are developed.

Chairperson Thornthwaite brought to the Board's attention that Board Policy 104 requires a motion to continue the Board meeting beyond three hours.

C.2. Superintendent's Report on Achievement 2007/2008 (continued)

Moved by S Skinner

that the Board continue the meeting past 10:50 pm.

Seconded by B Forward Carried

Superintendent Lewis noted that the North Vancouver School District has continued to build upon the feedback and recommendations provided in the *2007 District Review*. The School District has increased its capacity for the analysis of student achievement data, focusing on the use of authentic assessment evidence in ways that are useful, first and foremost, to teachers.

Trustees' questions directed to the Superintendent included the following: FSA 07-08 data not mentioned in the report due to change in methodology; possibility of more detailed explanation of data included in the report at future Education and Programs Standing Committee meetings; and the date of the last specific review of Special Education Services which took place in 1998.

Moved by S Skinner

that the Board receive and approve the *Superintendent's Report on Achievement 2007/2008*

Seconded by L Buchanan Carried

C.3. Board Committees and Representational Assignments 2009

Trustees received a list of Board committees and representational assignments in accordance with Board *Policy 102: Committees and Representation* (a copy was included in the agenda package). Chairperson Thornthwaite asked Trustees to submit their preferences for assignments and committee appointments and return to the Board Chair or the Superintendent on or before December 11, 2008. The list of assignments and appointments will be presented to the Board for approval at the next Public Board Meeting of January 27, 2009.

C.4. Election to BCSTA Provincial Council

Chairperson Thornthwaite reported that the British Columbia School Trustees' Association (BCSTA) required the Board to elect annually, between December 1st and January 15th, 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 2009. Trustee Stratton nominated Trustee Skinner. There being no other nominations on two successive calls, Trustee Skinner 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 2009. Trustee Skinner nominated Trustee Stratton. There being no other nominations on two successive calls, Trustee Stratton was declared the Board's alternative representative to the BCSTA Provincial Council.

C.5. Field Trips - Secondary

The Chairperson gave an overview of field trips that are being planned for secondary school students as follows:

- Sutherland – single-day field trip to Seattle, Washington (December 7, 2008)
- Argyle – field trip to New York, NY, USA (December 26, 2008 – January 3, 2009)

D. Future Meetings

Future meetings of the Board were noted as follows:

Date and Time	Event	Location
Tuesday, January 13, 2009 at 7:00 pm	Education & Programs Standing Committee Meeting	Seycove Secondary 1204 Caledonia Ave, N Vancouver
Tuesday, January 27, 2009 at 7:00 pm	Public Board Meeting	Board Room – School Board Office 721 Chesterfield Ave, N Vancouver
Tuesday, February 3, 2009 at 7:00 pm	Education & Programs Standing Committee Meeting	Argyle Secondary 1131 Frederick Rd, N Vancouver
Tuesday, February 24, 2009 at 7:00 pm	Public Board Meeting	Board Room – School Board Office 721 Chesterfield Ave, N Vancouver

E. Question Period

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

Questions regarding the following were directed to the Board through the Chairperson:

- Question regarding if there are mechanisms in place for penalties or bonuses with regards to the Capital Projects' timelines; Mr Abercrombie, Director of Facilities and Planning, responded that it isn't the practice of the Ministry of Education.
- Clarification of enrolment figures of feeder schools to Carson Graham and if the capacity of the rebuilt Carson Graham will be adequate. Superintendent Lewis noted that collectively the five secondary schools will be able to handle the enrolment requirements; but there will also be an opportunity for the Board to consult with the Ministry regarding future requirements.
- Clarification about the Dogwood Diploma for students on modified programs.
- School fees and the variation of fees at individual schools for similar courses.
- Construction at Carson Graham and the impact on placement of special needs students. As well, how this construction will impact the IB Program at both Carson Graham and Balmoral.
- Councillor Doug McKay-Dunn brought greetings from the District of North Vancouver Council.

F. Adjournment

The established agenda being completed, the Chairperson thanked everyone for their patience and adjourned the meeting at 11:25 pm.

Certified Correct:

Irene Young Secretary Treasurer	Jane Thornthwaite Chairperson, Board of Education
Date	Date