



MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, February 16, 2016 at 7:00pm
West Vancouver School Board Office

Present: C. Broady, Chair; D. Stevenson, Vice Chair; N. Brown and S. Donahue, Trustees;
C. Kennedy, Superintendent of Schools; D. Eberwein, Deputy Superintendent of Schools;
K. Martin, Director of Human Resources; J. Leiterman, Secretary Treasurer

Regrets: P. Dorsman, Trustee; S. Nosek, Director of Instruction; L. Tomlinson, Director of
Instruction; D. Nelson, Director of Instruction; W. Hickey, Director of Facilities; B.
Pausche, Manager of Communications

A. CALL TO ORDER & ANNOUNCEMENTS

Chair Broady called the meeting to order and acknowledged that we are on the traditional lands of the Squamish Nation and said we enjoy working to strengthen our relationship and move education forward together. She went on to offer regrets on behalf of Trustee Dorsman, who is currently in Argentina. He is climbing Mt. Aconcagua as part of the Summits of Hope, to raise money for the oncology department at BC Children's Hospital.

The Chair then highlighted an event at the Kay Meek Centre on March 3 - An Address on Smart and Caring Communities by Governor-General of Canada David Johnston. The event, hosted by the West Vancouver Community Foundation and other foundations in the Sea to Sky corridor, will also feature a panel discussion moderated by Superintendent Chris Kennedy.

B. BOARD HIGHLIGHTS

"Sounds of Place" – Bowen Island Community School

Principal Scott Slater, teachers Cindy Fairbank and Kristen Martin, and students Cassidy and Emily

Principal Scott Slater introduced music teacher Ms. Fairbank and Grade 6/7 teacher Ms. Martin, who were going to present what he called an innovative practice to help students be mindful. Ms. Martin began by recounting an interaction with some of her students in a restaurant, one which led to a discussion about sound and how familiar sounds contribute to one's sense of belonging. Using the First Peoples' Principles of Learning and the objective understanding that our experiences become stories we tell ourselves, which in turn shape our identity, the students

embarked on an activity exploring downtown Vancouver. Students Emily and Cassidy described the various neighbourhoods they explored, including Chinatown, Gastown, Yaletown and Coal Harbour. They spoke of the different kinds of noises they heard throughout the day - which ones were familiar and which were not, and how they made them feel. They also gathered information by interviewing people, taking photos and blogging about their experiences. Ms. Fairbank then explained that through focused listening, one can create a soundscape, which increases one's creativity and sense of belonging.

Upon their return to Bowen Island, there was a deepened sense of curiosity about connection to place and soundscape. As well, other parents and the larger community were intrigued and an unexpected result was a strengthening of community connections. Parents and others are both experts and learners, and teachers and students are seeing the power of collaboration. The audio engineer parent of a child in Grade 1 is going to help students create their own Bowen soundscape, by recording the sounds heard from each direction (north, south, east and west) at Cowan Point.

Moving forward, this collaborative sense of community and organic learning will enhance relationships and also provide a connection to Elders working with students as part of their Aboriginal Education studies.

"An Investigative Report on Caulfeild Building Community" – Caulfeild

Principal Craig Cantlie, Head Teachers Andrea Barratt and Paula Stevens, and students Aidan, Richard, Elissa, Fabio, and Demetri

Principal Craig Cantlie began by saying that as a new principal, it is always exciting to discover the culture of a school, but also to help shape it moving forward. He said Caulfeild iDEC is much more than inquiry and technology - it is also very much about community and the importance of connections and belonging.

To that end, Head Teacher Andrea Barratt spoke about the efforts made to strengthen connections: between primary and intermediate students; to families in need; to the history of the community through Aboriginal Education; and through the efforts of the Hope Committee that include collaboration with Rockridge students and a food drive. Head Teacher Paula Stevens introduced a video produced and presented by students Aidan, Richard, Fabio, Elissa and Demetri that highlighted those efforts. Caulfeild students aspire to demonstrate REP (responsibility, empathy, perseverance) and have learned that the building of community starts from within.

C. ADOPTION OF AGENDA

#1202	<u>MOTION</u> THAT the Agenda of the Regular Meeting February 16, 2016 be adopted.	<u>Carried.</u>
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D. QUESTION & COMMENT PERIOD (10 minutes)

Rob Millard – President, WVTA

- Thanked Chair Broady for the concept of the celebration dinner with teachers, trustees and senior staff
- Said it felt good and the content of the discussion more positive than in recent years

Chair Broady thanked Mr. Millard and his members for what she called a powerful evening.

- Mr. Millard then expressed concern regarding today's budget and the lack of commitment to resources to support implementation of the new curriculum
- Asked if trustees or superintendents have heard anything through their associations

Chair Broady replied that at the BCSTA Provincial Council meeting this weekend, the first motion on the floor, put forward by Saanich School District, urges investment by the provincial government in the new curriculum.

E. APPROVAL OF MINUTES

- Regular Meeting January 19, 2016

#1203	<u>MOTION</u> THAT the Minutes of the Regular Meeting January 19, 2016 be approved.	<u>Carried.</u>
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- General Record February 16, 2016

#1204	<u>MOTION</u> THAT the General Record February 16, 2016 be approved.	<u>Carried.</u>
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F. BUSINESS ARISING FROM THE MINUTES

No business arising.

G. BOARD BUSINESS

1. Superintendent's Report

Chris Kennedy, Superintendent

The Superintendent presented the board with brief updates on a number of items:

New Curriculum

West Vancouver Schools is well advanced in our planning and implementation of the new curriculum, compared to other metro districts. The district-wide non-instructional day in

Regular Minutes February 16, 2016

January supporting the new curriculum was very successful for teachers, and support staff had productive sessions held the same day. A parent education session held a couple of weeks later was well-attended by school and PAC leaders and feedback was positive. Next steps include: planning for the second NID in April with Director Tomlinson, WVTA reps and teacher leaders, and WVMEA reps; follow-up sessions with PACs and families of schools to collaborate and coordinate on areas of support for parent learning; and identifying, through the budget input process, areas of the curriculum to receive increased emphasis for next year.

Properties Family Hub

New grant monies have just been received and the district continues to explore new opportunities for additional community grant funding and new programming options. The Hub is now the third Strong Start site in the district, running on Tuesday mornings and backing onto the existing Hub preschool on Tuesday afternoons. Attendance at Eagle Harbour Strong Start is low on Tuesdays and a survey of parents suggested it would continue to be so on that day, so the opportunity arose to expand to the Hub.

Framework for Enhancing Student Learning

This new plan replaces the Superintendent's Report and Achievement Contracts and must be posted by the end of March. West Vancouver Schools has developed a three-year cycle, in order to better implement change: a full plan in place for year one; a check-in for year two; and a self-reflection for year three. An inquiry-based approach will be used to model best practice in teaching and learning. The district plan will reflect the school plans and all must include Aboriginal Education, Special Education and children in care. Our design for the framework has been presented to the ministry and was well-received. It was noted that this new approach to planning by the ministry may be followed by changes to FSAs and government exams.

MyEd BC

The new student information system introduced last year continues to have challenges province-wide, particularly around lingering data conversion problems. Those include missing and/or incorrect historical data, duplicate records, wrong course codes and school codes, contact information poorly handled, and a lack of availability of required extracts and reports. The provider is aware, but fixes are slow to come. It is anticipated that big fixes are likely to come in the summer.

Though the general feeling is that the provider over-promised and under-delivered, there have been some positives. Generally, users find the program more intuitive and are able to customize data pulls. The February 1701 process is working with all schools using the program. While core functionality remains the priority, in the future, there are plans to launch an IEP module and parent portal.

In the meantime, boards have to cover increased staffing costs associated with workload related to the ongoing issues.

Enrollment Planning 2016-2017

Kindergarten enrollment is very strong and is currently trending above 2015-2016 levels. Overall, enrollment is projected to be higher than we projected at this time last year, but lower than our current enrollment levels. There is a large Grade 12 class leaving and a large Grade 7 class moving to secondary, so the reduction of approximately 100 students is almost evenly split between elementary and secondary at this point. All secondary schools will experience similar decreases and Caulfeild, Chartwell, and Hollyburn are currently projecting lower numbers for next year. Caulfeild has a large Grade 7 class moving to high

school, and Chartwell and Hollyburn traditionally have somewhat transient populations. All academies are expected to run at least one section next year, with mechatronic robotics possibly running two.

Budget Planning 2016-2017

The feedback phase of the budget process is ongoing, with responses from stakeholder groups due next week. The responses will be reported at the March Finance & Facilities Committee meeting. Initial enrollment numbers have been submitted to the government. Those numbers determine the funding upon which our preliminary budget is based and we will receive a funding announcement from the ministry on March 15, 2016.

Key Guests in the Spring

The Governor General will be speaking at the Kay Meek on March 3; George Couros will be speaking to administrators on April 4; and Yong Zhao will return to the district to speak to both staff and parents on May 10. More information will be forthcoming.

2. District Calendar 2016-2017 and 2017-2018

Dave Eberwein, Deputy Superintendent

The Deputy Superintendent reminded the board that in addition to the two non-instructional days (NID) added to the school calendar for the current school year, an additional two NIDs were agreed between the BCTF and the government – one in each of the next two school years. The calendar committee reached a consensus decision regarding two dates to present to the Superintendent and Mr. Millard, president of the WVTA: November 14, 2016 and October 23, 2017. They agreed upon those dates. As well, one of the current professional days in each school year will designated as curriculum implementation: January 20, 2017 and January 26, 2018.

#1205

MOTION THAT the Board receive the annual school calendars for 2016-2017 and 2017-2018 as presented.

Carried.

3. BCSTA Provincial Council and AGM

Carolyn Broady, Board Chair

Trustees had a general discussion about the previously-circulated motions for the upcoming BCSTA Provincial Council, with particular attention given to motion 9.1 'Emergent Provincial Curriculum Development, Funding and Implementation', submitted by Saanich School District #63. This motion had previously been tabled in October 2015 and the Chair noted that the language of this and other motions would likely be amended on the floor.

The Chair then reminded those present that motions for the BCSTA AGM in April must be submitted two months in advance. As a result, the motion created by this Board of Education, in conjunction with the Board of the North Vancouver School District, was submitted last weekend. There is still opportunity to revise the following wording:

That BCSTA request the Ministry of Advanced Education work closely with and encourage post-secondary institutions across British Columbia to create initiatives to waive tuition fees for children formerly in care.

Discussion followed with a general agreement that the wording of the rationale be re-examined and possibly strengthened before April.

#1206	MOTION THAT the Board approve the submission to the BCSTA of the substantive AGM motion regarding the waiving of post-secondary tuition fees for students formerly in care.	<u>Carried.</u>
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H. COMMITTEE REPORTS

1. Finance & Facilities Committee Meeting – February 2, 2016

- New Generation Network (NGN) costs
- Routine Capital Plan update
- Freedom of Information request
- Internal payroll audit
- WVSS Track Project
- Requests for Proposals (RFPs)
- 2015/16 Amended Budget

Vice Chair Stevenson briefly reviewed the minutes of the meeting and then passed the floor to Secretary Treasurer Julia Leiterman, who reviewed the 2015/16 amended annual budget.

The Secretary Treasurer summarized the report given at the Finance & Facilities meeting, noting that our funding was up \$1.6 million over the preliminary budget and expenses increased \$0.6 million. This excess of revenue over expenses has helped our bottom line. She said it was important to note that despite the increase in costs, we are still well below the Ministry figures for overhead: our costs are 16% of our totally budget, while the Ministry set 24% as acceptable.

Our reserve totals sit at \$3.8 million, of which \$1.25 million is allocated to balance the 2015/16 Amended Budget and \$500,000 is allocated to be drawn in June to pay for the Ecole Cedardale renovation. Of the remaining \$2 million, \$200,000 is earmarked for the WVSS Track Project, should it go ahead, and \$1 million to maintain the fiscal prudence contingency fund. Just under \$900,000 will be available to balance next year's budget.

The Secretary Treasurer concluded by saying that monies will be tight, given the increasing budgetary pressures, but that we will hopefully be able to anticipate one more year with a status-quo budget.

#1207	MOTION THAT the Board approve A BYLAW of the BOARD OF EDUCATION OF SCHOOL DISTRICT NO.45 (WEST VANCOUVER) (hereinafter called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2015/2016 pursuant to section 113 of the <i>School Act</i>, R.S.B.C. 1996, c. 412 as amended from time to time (called the "Act").
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1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 45 (West Vancouver) Amended Annual Budget Bylaw for fiscal year 2015/2016.
3. The attached Statement 2 showing the estimated revenue and expense for the 2015/2016 fiscal year and the total budget bylaw amount of \$75,688,342 for the 2015/2016 fiscal year was prepared in accordance with the Act.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2015/2016.

READ A FIRST TIME THE 16th DAY OF FEBRUARY, 2016;
READ A SECOND TIME THE 16th DAY OF FEBRUARY, 2016;
READ A THIRD TIME, PASSED AND ADOPTED THE 16th DAY OF FEBRUARY, 2016.

Carried.

On behalf of the board, Vice Chair Stevenson thanked the Secretary Treasurer for her steady money management, which he said allows us to do the things that best serve our students.

#1208 MOTION THAT the minutes of the Finance and Facilities Committee meeting of February 2, 2016 be received.

Carried.

2. Human Resources Committee Meeting – February 16, 2016

- Summer Learning 2016 update
- WorkSafeBC review
- Professional development (WVMEA)
- Emergency preparedness
- Exempt compensation review
- Recruitment
- Wellness Committee

Trustee Brown briefly reviewed the minutes of the meeting, making special mention of the retirement of Manager of Facilities Ian Wallis, effective June 2016. As well, she spoke of the many and varied future learning opportunities available for WVMEA staff, saying they speak to the Human Resources department's efforts and responsiveness.

#1209 MOTION THAT the minutes of the Human Resources Committee meeting of February 16, 2016 be received.

Carried.

I. CORRESPONDENCE

A list of the correspondence from the past month is posted online at <http://westvancouver.schools.ca/board-correspondence>

J. TRUSTEE MEETINGS & EVENTS

<p>“Celebrating and Growing our Successes” Joint Meeting with WVAA/WVTA Executive BCPSEA AGM BCSTA Metro Meeting Canadian Federation of University Women (WV Branch) Meeting Finance and Facilities Committee Meeting Human Resources Committee Meeting Kay Meek AGM Meeting with Ecole Cedardale PAC North Shore Coho Society North Shore Immigrant Inclusion Partnership North Shore Local Governance Meeting with Vancouver Coastal Health</p>	<p>Presidents’ Committee Meeting Rockridge Secondary Public Speaking Competition School Traffic Safety Advisory Committee TD Green Trees Launch Event West Vancouver Arts Centre Trust /Thank You Event WV DPAC Meeting WV Streamkeepers WVAA Liaison Meeting with Dr. Mark Lysyshyn WVDPAC / West Vancouver Schools Joint Meeting on New Curriculum at Kay Meek WVSD Student Council Meeting</p>
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K. QUESTION & COMMENT PERIOD (10 Minutes)

Rob Millard – President, WVTA

- Noted that with the release of the provincial budget and associated media reports, there are continuing concerns around class size and composition
- Said that he was looking at government information regarding classes of 30+ students and noted that in 2015, West Vancouver Schools had 16 classes over 30, compared to only three classes over 30 in 2012
- Asked Superintendent Kennedy if those numbers are an indication that we are feeling increased budgetary pressure?

Superintendent Kennedy questioned the figures, as the district’s own reports show that we had only three classes over 30 at the end of October 2015.

- Mr. Millard replied that those figures are good news, compared to what he had read, but asked again if we are feeling more pressure

The Superintendent replied that we will continue to staff at the same ratios in high schools, working to classes of 30, and that the pressures are no more difficult this year than last. He also agreed to look into the government figure of 16 classes over 30 students.

- Mr. Millard then asked the Secretary Treasurer if she looks at true funding – i.e. Ministry figures vs. the reality of claw backs and unfunded increases.

The Secretary Treasurer replied that she hasn't done that analysis recently, but that we have not had an increase in per pupil funding over the last few years. The government will always report funding in a way that shows an increase, but costs pushed down to districts are increasing and each year it gets harder to maintain standards of service. She said that the BCSTA does a good job of advocating on behalf of districts.

Judy Duncan – President, WVAA

- Said her role with WVAA requires her to interact with her counterparts around Metro Vancouver and the province
- Having lived and worked in West Vancouver for many years, it is hugely valuable for her to hear the stories about what is happening in other districts, as it makes her realize how lucky we are here
- Said West Vancouver Schools is special because of our collaborative nature, and mentioned the January Non-Instructional Day around curriculum and the “fantastic” meeting with teachers and senior staff yesterday
- Called Superintendent Kennedy's vision fantastic, praised senior staff for listening to and hearing their stakeholder groups, and said how much her members appreciate being included in the process
- Thanked the Board and senior staff for their support and said it was very special

Chair Broady thanked Ms. Duncan for her comments and said she echoed her sentiments. West Vancouver Schools is held up as an example for others around the province and that we all share in the credit for making it special.

Vice Chair Stevenson said that the most important thing we do is “what we do with what we get” and that we always find ways to make it work for students, improving their experiences.

Trustee Brown concluded by saying she wanted to acknowledge the extra work and pressure on Directors of Instruction and other senior staff and extended her thanks.

L. ADJOURNMENT

8:20pm

BOARD CHAIR

SECRETARY TREASURER