



MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, September 20, 2016 at 7:00pm
West Vancouver School Board Office

Present: C. Broady, Chair; D. Stevenson, Vice Chair; N. Brown, S. Donahue, P. Dorsman, Trustees; C. Kennedy, Superintendent of Schools; D. Eberwein, Deputy Superintendent of Schools; J. Leiterman, Secretary Treasurer; S. Nosek, Director of Instruction; L. Tomlinson, Director of Instruction; D. Nelson, Director of Instruction; K. Martin, Director of Human Resources

Absent: W. Hickey, Director of Facilities

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 are appreciative of our relationship with the Nation as we move to strengthen relationships and increase learning. She then welcomed Michelle LaBounty, the incoming president of the West Vancouver Administrators' Association (WVAA).

The Chair said she was looking forward to TEDxWestVancouverEd this Saturday, and Trustee Dorsman noted that it was the PJ Community Park Build / Volunteer Dig this weekend, with a barbeque on Sunday afternoon.

B. BOARD HIGHLIGHTS

"Joyful Beginnings" – StrongStart in West Vancouver Schools

District Principal Sandra-Lynn Shortall

District Principal Shortall reviewed the history of the StrongStart programs in West Vancouver, which began with the first site at Hollyburn Elementary almost 10 years ago. This Ministry-funded program now runs at Hollyburn, Eagle Harbour, and Chartwell Properties Family Hub, and serves hundreds of families over the course of the school year. It is estimated that nearly 1000 children move through the three centres over the year. Designed to serve the 0 – 5 year old population and their caregivers, this is where we start the work with the children in our community. With the guidance of early childhood educators such as Deanna DeVita, who runs Eagle Harbour and Chartwell, and Kelly Botz at Hollyburn, children are introduced to the curiosity, wonder, and delight that is early learning. For many families new to the country and

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community, these welcoming, multi-generational spaces become their point of connection to the larger community. By partnering with North Shore Multicultural Society, StrongStart can provide information about and link families to available community services and supports. The District Principal noted, however, that the success of these programs in West Vancouver has become a double-edged sword, as many families are now turned away daily. As a result, she has started conversations with other community partners to explore the creation of other options that mirror the StrongStart program. Some such programs have already started at the West Vancouver Memorial Library and are proving popular. Also in conjunction with community partners, the ASQ-3 developmental screening tool is going to be introduced, to complement the work already being done with the EDI. As the majority of StrongStart children do attend West Vancouver Schools, the more information that is available about development progress, the better prepared we can be to help them be successful when they start formal schooling.

Chair Broady asked about the possibility of expanding the program to alleviate the numbers being turned away. District Principal Shortall replied that the Ministry has frozen funding for the program provincially, but that she and her community partners do apply for and receive grants for other programs.

“West Van Warriors – CSSHL Elite 15 Division” – WV Premier Academies

Director of Instruction Diane Nelson, coaches, and players

Director Nelson explained that in the 14th year of the hockey academy, the program has been revamped to better meet the needs of students. The new model has West Vancouver Schools partnering with the Spartan Sports Group and Hollyburn Country Club to form an Elite 15 boys’ team as part of the Canadian Sport School Hockey League (CSSHL). Players were selected to play and, as a condition of joining the team, must attend Sentinel Secondary, a league rule that differs from our typical academy model. Several of the players live with billet families, while other travel from across the North Shore and Metro Vancouver. The Director introduced academy staff Yashar Farmanara, Nathan Fischer, and Steve Marr, and then each player introduced himself, giving his name, hometown, former high school, and position. The team travels on weekends, but their schedule during the week is designed not just to improve hockey skills and satisfy academic requirements, but develop the student athlete overall, emphasizing attention to education and personal growth as well.

C. ADOPTION OF AGENDA

#1241	<u>MOTION</u> THAT the Agenda of the Regular Meeting September 20, 2016 be adopted.
	<u>Carried.</u>

D. QUESTION & COMMENT PERIOD (10 minutes)

No questions or comments from the gallery.

E. APPROVAL OF MINUTES

- Regular Meeting June 14, 2016

#1242	<u>MOTION</u> THAT the Minutes of the Regular Meeting June 14, 2016 be approved.	<u>Carried.</u>
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- General Record September 20, 2016

#1243	<u>MOTION</u> THAT the General Record September 20, 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 reviewed a number of topics relevant to the new school year:

Curriculum

This fall sees the implementation of the finalized Kindergarten – Grade 9 curriculum, and attention is now turning to the draft Grade 10 – 12 curriculum and graduation program. Deputy Superintendent Eberwein and Director of Instruction Sean Nosek met with secondary administrators to discuss the various aspects of the new curriculum, including the various options that will be available in areas such as social studies; career options; course planning timelines; university requirements; and professional development. It is thought that schools will probably agree on a core set of courses, with perhaps some niche courses available online.

It was emphasized that implementation is an ongoing process, not a singular event, with many aspects having already been embedded in practice in West Vancouver Schools for some time. There continue to be ongoing professional development opportunities for staff both inside and outside the district, and the tangible work done last year, led by Director of Instruction Lynne Tomlinson, where teachers worked collaboratively across the district to create shared teaching units, is being highlighted as a best practice model across British Columbia. The Ministry has begun to post instructional exemplars on their website to assist teachers as well.

Communicating Student Learning

The Ministry enacted an Interim Reporting Order during the summer, but it is broad and does not contain much firm direction at this time. Director Tomlinson is leading the district's revision of Administrative Procedure 280 – Assessment, Evaluation and Reporting of Student

Results, in order to comply with the interim order. Consistency across the district is critical, so a district-level decision to ensure standardized reporting was made, with common templates used across schools. The MYP template for Grades 8-10 at Rockridge is not consistent with the non-IB reports for the same grades at Sentinel and WVSS, but is the same as those as the other local IB schools, including Mulgrave, Carson Graham, and King George. Similar work to create a common template is taking place with PYP. Teachers continue to familiarize themselves with the new templates and many will be doing work around reporting during Friday's Pro-D Day.

There is a range of views across the province regarding structure, with West Van falling in the middle, with five reporting periods: three formal reports and two informal (interim and student-led.) There will be feedback opportunities after the first reporting period, which will guide any movement and revisions may occur as necessary. The final reporting order is anticipated next summer.

Chair Broady asked for all templates to be forwarded to trustees, so that they can be better informed when answering questions.

Sexual Orientation and Gender Identity (SOGI)

An announcement was made by the Ministry during the first week of school regarding the inclusion of sexual orientation and gender identity in codes of conduct. In response, we are currently making minor adjustments to our existing sexual orientation and gender identity administrative procedure and schools' codes of conduct. Those adjustments should be complete before the board meeting in October. As well, we are working with the ARC (Awareness. Respect. Capacity.) Foundation, to establish a SOGI contact in every school in the district, who will act as a key contact point for sharing information. District Administrator Maureen Lee and counsellor Todd Lund are coordinating this work.

Technology Updates

Google Apps for Education (GAPE) continues to be the main teaching and learning platform in West Vancouver Schools, but use of FreshGrade is expanding as well. This e-portfolio program is used as a supplementary tool here, as a means of increasing parent engagement. Some districts are apparently using it as a reporting method, but we are not. Other district initiatives include: the launch of Math IXL as a supplemental digital resources for all students in Kindergarten – Grade 5; the launch of new school websites designed by StrayDog Branding; the inclusion of a more user-friendly PAC space on each site; and the expanding use of other digital resources such as Discovery Ed and MyBlueprint.

Coding in the Classroom

With the recent emphasis on coding, there are a number of exciting trends across the system, including: Hour of Code activities; the new robotics academy; Ignite Your Passion coding classes; and the launch of Coding Quest in elementary schools, supported by the Learning Partnership, which supports us with release time to allow teachers to engage in coding activities for students a couple of times a week. As well, approximately 40 teachers attended a coding workshop in their own time in late August. All these initiatives align with the government announcement last January, and subsequent funding announcement in June, to support exposure to coding for all students in Grades 6 – 9 across the province.

Physical Literacy

The work to embed physical literacy in all areas of instruction and related assessment is being led in the district by Director of Instruction Diane Nelson and, in the early years and

Kindergarten – Grade 3, by District Principal Sandra-Lynn Shortall. The district applied for and received an RBC Learn to Play grant, funded by RBC, the Public Health Agency of Canada, and Participaction. A year-long focus on ‘Making Movement Matter’ has just begun in primary classrooms, where they will build upon and embed the five domains of self-regulation used as a foundation in primary.

Budget Planning 2017-2018

Our early enrollment numbers indicate we are slightly higher than our projections last spring, but it won’t be until October that we know where enrollment and staffing land. At that time, we will be in a better position to assess what needs to be considered in order to balance the budget for next year. The coming months will be spent working closely with various departments to identify possible cost-savings and/or revenue-generation models, but international numbers will also play a role before any reductions are considered. Despite the improvement in initial enrollment numbers, it continues to be a challenge to balance our budget.

2. Enrollment Update

Dave Eberwein, Deputy Superintendent

The Deputy Superintendent reinforced the slight improvement in early enrollment numbers by reviewing early headcount figures for the last three school years. He reported that we have ended higher than projected every year. It was noted that there is both an art and a science to projection. Baragar is used to access federal and provincial data that projects demographics over 20 years, but that data is not always accurate. Local school trends, discussions with administrators, and parent indicators regarding family plans/moves are all taken into consideration as well.

It is anticipated that our September 30th numbers will land very close to the April 2016 projections. International student numbers have been conscientiously reduced, reflecting school and student homestay capacities. All these numbers, as well as those for specific program and academy numbers will be reported at the October regular board meeting.

3. Exempt Compensation

Kim Martin, Director of Human Resources

Director Kim Martin reminded the board that there has been a management wage freeze in place for many years, but that last year the Ministry of Finance allowed application for interim relief. The application was successful, but it was made clear that the freeze remains in place. Regional grids for principals and vice principals were created and made effective July 1, 2016, but there was no information about how to move people to those grids. As well, a third party consultant was hired to perform a comprehensive market review and total compensation analysis for all other exempt staff, and recommend a revised salary structure for each district by comparing current compensation packages for benchmarked positions with relevant labour market comparator organizations.

There is now a new proposal where districts may apply via BCPSEA and PSAC to move those exempt employees below the grid up to the first step on the grid. Proposals will be accepted as of the end of September. As a district, we need to see if our proposal is

accepted first, and then decide if we can actually afford the moves before we implement them.

Questions still remain about how one can move up and through the grid, as movement will no longer be based on time in. PSAC is in favour of some form of performance evaluations. In West Vancouver School District, principals and vice principals already each have professional growth plans in place that address the evaluation requirement. There are regional groups meeting to potentially create a single evaluation model.

The good news is that we can apply for and use the grid, and will seek to apply any increases allowed retroactively to August 1st, but the next challenge is to determine whether or not we can afford the increases.

#1244	<u>MOTION</u> THAT the Board write a letter to the Ministry of Finance, urging that they fully fund the salary increases for exempt staff.	<u>Carried.</u>
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H. COMMITTEE REPORTS

1. Finance & Facilities Committee Meeting – September 13, 2016

- Manager of Purchasing and Transportation
- Capital Reporting: SEP & Five-Year Plan
- Administrative Procedures 147 & 148 - Privacy
- Transportation Funding
- Administrative Savings Plan
- Audited Financial Statements 2015/16

Vice Chair Stevenson briefly reviewed the minutes and the School Enhancement and Five-Year Capital Plans.

#1245	<u>MOTION</u> THAT the 2016/17 Second Round School Enhancement Program application be approved and filed with the Ministry of Education.	<u>Carried.</u>
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#1246	<u>MOTION</u> THAT the 2017/18 Capital Plan be approved and filed with the Ministry of Education.	<u>Carried.</u>
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The Chair asked if the board could have an update on upgrade costs for Sentinel Secondary vs replacement. The Secretary Treasurer replied that such calculations are not simple, given the nature and scope of the projects at the site, but that she is working on it. Sentinel is included on funding requests year after year, to indicate ongoing need.

The Secretary Treasurer next reviewed the new transportation funding announced August 10 and explained that based on the rural education factors, it was calculated that West Vancouver Schools is eligible to apply for \$84,722. The district must apply for the funding by submitting a plan explaining how the money will be spent.

#1247	<u>MOTION</u> THAT the Board apply for the full allocation of \$84,722 under the new 2016/17 Transportation Funding.	Carried.
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The Vice Chair then reminded those present that during the transportation review several years ago, in consultation with the transportation review committee and Bowen Island residents, a “made on Bowen” solution was implemented to effect cost savings. In recognition of the lack of sidewalks or shoulders on island roads, one day/week of on-island bus service was cut for Bowen Island students rather than imposing provincial walk-limits as was done in the rest of the district. Since the new funding announcement in August, there has been outreach from the Bowen Island community around this issue.

General discussion about the possibilities and limitations of infrastructure changes on Bowen Island followed, with general agreement that while the board supported the reinstatement of Friday bus service on the island, they would be in favour of meeting with mayor and council on the island to work together to come up with alternative solutions moving forward. It was noted that the community was already receiving more service than the rest of the district due to the lack of walk-limits, and that should financial constraints continue to tighten, transportation on Bowen Island may need to be revisited.

#1248	<u>MOTION</u> THAT resources will be allocated to add a fifth day per week of on-island bus service on Bowen Island, provided that sufficient funds are granted under the Board ‘s application for the Ministry-sponsored Student Transportation Fund, with service to begin as soon as feasibly possible after confirmation of the grant.	Carried.
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The Vice Chair then reported that the board had met with the auditors to go through the financial statements and listen to their report.

#1249	<u>MOTION</u> THAT the audited financial statements for the 2015/16 fiscal year be approved and submitted to the Ministry of Education.	Carried.
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Chair Broady asked the Secretary Treasurer, on behalf of the board, to thank KPMG for their thorough work during this summer’s audit process.

#1250	<u>MOTION</u> THAT the minutes of the Finance and Facilities Committee meeting of September 13, 2016 be received.	Carried.
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I. FOR INFORMATION

The Chair highlighted several administrative procedures that have been updated and posted on the district website: AP 130 – Local School Calendar; AP 181 – Video Surveillance; and AP 302 – Enrollment of International Students. As well, AP 111 – School Planning Councils is being removed.

J. CORRESPONDENCE

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

The Chair said that she would write tomorrow to the Bowen Island correspondents about the decision made this evening around the transportation funding.

K. TRUSTEE MEETINGS & EVENTS

The Chair thanked trustees for their time and effort in attending a variety of events.

ACCESS Graduation Administrators' Year End Social BCSTA Metro Meeting Cypress Village Speaker Series / Richard Florida Ecole Pauline Johnson Community Park Site Visit Finance and Facilities Committee Meeting Kay Meek Centre Strategic Planning Day Lions Bay Firefighters' Day Meeting with Mayor Smith North Shore Coho Festival North Shore Immigrant Inclusion Partnership	Rockridge Secondary Banquet Rockridge Secondary Commencement WVS Opening Day / Long Service Awards School Traffic & Safety Committee Meetings Trustee / District Leadership Year End Dinner Trustee Planning Day West Vancouver Mayor's Lawn Bowling Tournament WVSS Commencement WV Memorial Library Summer Reading Medal Awards Ceremony
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L. QUESTION & COMMENT PERIOD (10 Minutes)

Rob Millard – President, WVTA

- extended an invitation to trustees to choose possible dates for a liaison meeting with the West Vancouver Teachers' Association executive – noted that there are six new members this year
- said the WVTA was also looking forward to the already-booked celebration event

Chair Broady thanked him for the invitation and said the board was looking forward to meeting.

Rob Inman – West Vancouver resident and coach

- said he understood that the Sentinel seismic upgrades are far down the list provincially, but asked where the district stands with other schools in our district.

The Secretary Treasurer replied that all other schools are up to standard and there are no serious seismic issues. She noted that while Sentinel is classified as H3, the outside shell of the building is not in danger and will not come down during a seismic event. The issue is with the interior walls, which do not meet current standards. There are many schools in the province with much more serious issues that are higher ministry priorities at this time.

- Mr. Inman then asked if the plan to upgrade/replace Sentinel involved housing students in portables while certain sections of the school were under construction.

The Secretary Treasurer replied that Sentinel has many other issues beyond seismic, and when Sentinel is included in the Capital Plan, the site is looked at as a whole, measuring upgrade cost vs replacement cost. At this time, there is no plan in place, as it will be dependent upon the eventual method chosen to deal with the building and its issues.

M. ADJOURNMENT

8:35pm

BOARD CHAIR

SECRETARY TREASURER