



MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION

Tuesday, October 18, 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 very appreciative of our relationship and work with the Nation. She then thanked Director of Lynne Tomlinson for passing on details of the work we do with aboriginal students in our district and said it was a pleasure to be able share the truly wonderful work with her colleagues in the BCSTA.

The Chair then acknowledged Michelle Davis and the staff at Gleneagles Cha'axá'y Elementary who recently received a 2016 Canadian Innovators in Education Award.

B. BOARD HIGHLIGHTS

"The Art of Team Teaching in a Lower Elementary Montessori Classroom"

– Eagle Harbour Montessori

Principal Craig Cantlie, Vice Principal Val Stevenson, & teachers Erica Hardern and Sarah Everett

Principal Cantlie introduced the Eagle Harbour team, saying they were going to give a behind-the-scenes look at how the great learning happens, before passing the floor to Vice Principal Stevenson. She introduced her lower elementary classroom teachers Ms Hardern and Ms Everett, describing them as a very special collaborative team who perfectly complement each other.

Ms Everett and Ms Hardern described what their collaborative co-teaching looks like, from daily structure with individual teaching and group work, to assessment and lesson planning for the coming days and weeks. Lessons are planned to best suit students' abilities, needs and

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developmental stages, and they said they have found that the fluidity of their collaboration, combined with the Montessori philosophy and set-up of classrooms, has given students greater consistency. Through co-teaching they have created one class with two home bases and two adults/teachers that students are able to trust. They believe that students have greatly benefitted as a result, with increased peer relationship, decreased competition in multi-age settings, and daily experience of purposeful teaching, collaboration, and cooperation. Ms Hardern and Ms Everett concluded by inviting trustees to the next Eagle Harbour visitor day on Tuesday, November 22 at 9:00 am.

"Be the Bear" – Caulfeild Elementary

Principal Craig Cantlie, Vice Principal Sara Bell, teacher Andrea Smith, students Portia T. and Anthony L., and PAC Chair Andrea Benton

Principal Cantlie began by showing a new Caulfeild video, containing drone footage shot by student Ryan T., and then introduced his fellow presenters Vice Principal Sara Bell, teacher Andrea Smith, Caulfeild PAC Chair Andrea Benton, and students Portia and Anthony. He said that although the school has been doing inquiry since 2011, it looked different from room to room and year to year. Now in his second year at principal at the school, Mr Cantlie is seeking to increase consistency, and Vice Principal Bell spoke of taking the opportunity to deepen the inquiry experience for staff and students. The iDEC logo has been refreshed to enhance the "i" for inquiry, as the digitally-enhanced environment is used to facilitate the learning, rather than being the focus of education at Caulfeild. They spoke of being inspired by and working with Lee Crockett and his 'inquiry ninjas' to create a collaborative and supportive teaching community with a common language across grades and subjects. The process is now more fluid and organic and staff is now using technology not available when iDEC started, such as google docs, in order to adapt lesson plans for Caulfeild using the district planner. This has deepened the experience for both teachers and students.

Portia described how her school supplies have changed over the years, and said she finds that the technology and inquiry based learning is much more enjoyable. She said her thinking and questioning guide her learning and take it deeper, and that she believes it has changed the way she thinks and creates.

Mr Cantlie and Ms Smith then explained and described the changes in the classrooms, moving away from rows of desks, to a variety of learning spaces that allow students to choose where they want to work, based on their task and style of learning. This greater flexibility compliments the collaborative inquiry teaching style and has actually increased engagement and self-regulation as students learn and adapt. Ms Smith noted that she has adapted, too, as she no longer has a desk either, and she stands and moves around more than ever.

Anthony said that the decluttering of the classrooms and removal of the desks makes the classrooms feel more student-friendly and purposeful. The room doesn't feel cramped anymore, so he feels more productive and enjoys learning more. He said that he and his peers are also gaining life skills such as collaboration, critical thinking, and self-regulation.

Mr Cantlie then described the process they went through to identify the values and characteristics of Caulfeild students and staff, noting that while assessments show they continue to demonstrate high achievement in reading, writing, and numeracy, character education is vital for students as well. Bob Baker from the Squamish nation helped to identify local animals that best embodied their selected characteristics and they determined that the bear best epitomized

what they were looking for. Xwalacktun helped incorporate First Nations elements into the paw and ears of the bear designed by Vice Principal Bell's husband, and the code of conduct was updated to REP – Responsibility, Empathy, Perseverance, and Personal Excellence in all we do.

PAC Chair Andrea Benton, a North Vancouver resident of two boys at Caulfeild, said that PAC is a proud supporter of all these new initiatives and plays an active role in the school community, which is an exciting and unique place to learn.

Mr Cantlie concluded by encouraging everyone to #bethebear.

C. ADOPTION OF AGENDA

#1255	<u>MOTION</u> THAT the Agenda of the Regular Meeting October 18, 2016 be adopted.	<u>Carried.</u>
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D. QUESTION & COMMENT PERIOD (10 minutes)

No questions or comments from the gallery.

E. APPROVAL OF MINUTES

- Regular Meeting September 20, 2016

#1256	<u>MOTION</u> THAT the Minutes of the Regular Meeting September 20, 2016 be approved.	<u>Carried.</u>
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- General Record October 18, 2016

#1257	<u>MOTION</u> THAT the General Record October 18, 2016 be approved.	<u>Carried.</u>
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F. BUSINESS ARISING FROM THE MINUTES

Trustee Brown asked if there was any update regarding the bussing on Bowen. The Secretary Treasurer replied that we are still waiting for an announcement regarding the transportation funding applied for last month.

Chair Broady said she wanted to publically thank District Principal Sandra-Lynn Shortall for her presentation at the launch for West Vancouver Community Foundation's Vital Signs 2016. She said the information presented about the Early Development Index (EDI) tool used to identify vulnerable children was great and really served to raise awareness among those in attendance.

The Chair then reported that the board's letter to the Ministry of Finance urging fully-funded salary increases for exempt staff has been written, but has not yet been sent, as there are currently other issues garnering publicity at the provincial level. The board wants to ensure the letter gets the attention it deserves, so will send it in a few weeks.

The Chair then publically thanked the Secretary Treasurer, Assistant Secretary Treasurer Karen Johnson, Manager of Finance Jason Brown, and the accounting team for all their hard work on the audit during the summer.

Finally, the Chair announced that a date has been set for a liaison meeting with the new WVTA executive – January 17, 2017.

G. BOARD BUSINESS

1. Enrollment Report

Dave Eberwein, Deputy Superintendent

Deputy Superintendent Eberwein presented the enrollment figures as of September 30 when final numbers are submitted to the Ministry. He called it a fairly good news story and gave trustees a three-year review of overall student enrollment.

Total headcount, including international students is 7295, up two students from the same period last year. The planned reduction in international students, down to 573 from 600 last year, due to space and homestay availability constraints, was augmented by an increase of 30 in regular enrollment. French Immersion continues to grow and numbers show good retention at secondary, with less attrition than in other districts. Aboriginal Education and English Language Learner numbers are as projected, and there are strong numbers in academy and specialty programs. It was noted that though the preponderance of ELL students are still on the eastern side of the district, there is now increased service in western schools as well.

One area where numbers are greater than projected is Special Education. District Administrator David Platt works closely with preschools in the district to ensure students entering West Vancouver Schools receive the support they require. Despite that, there was an unanticipated increase in families moving into the district over the summer with students in categories that require support. This has resulted in increased Special Education funding and increased special education staffing and service.

This year, the district has five classes over 30 students as of September 30 – more than last year, but a small number when compared to other districts. Those classes – two AP Pre-Calculus 11 at Sentinel, two Calculus 12 at WVSS, and Social Studies 10 Language Adapted at WVSS, are expected to fall below 30 by the end of the first reporting period, with one already having done so.

2. Teacher Education Fund

Chris Kennedy, Superintendent

Superintendent Kennedy reviewed the requirements of the Learning Improvement Fund (LIF), reporting that monies received by districts are intended to address complex classrooms that present challenging learning conditions. Funds are allocated at the discretion of the district in order to best improve learning conditions for all students and support teachers in meeting student needs. He reminded trustees that the LIF is split into two funds: 80% is in the Teacher Education Fund (TEF); and the remaining 20% makes up the support staff component. In 2016-2017, LIF allocations province wide total \$80 million. In West Vancouver, the TEF is \$910,597 and support staff is \$227,649, for a total of \$1,138,246. This is slightly reduced from last year.

The district engages in a consultation process with the WVTA, with consultations taking place in the spring and fall at both the school and district levels. Identified themes for classroom and school-based support include Learning Support / CONNECT, counselling, ELL, and a reduction in class size. Themes for district-based support include speech-language pathologist support, district counselling, behaviour support, and ACCESS counselling. The Superintendent then reviewed the LIF plan for 2016-2017, noting that the intention is to have all schools benefit from these resources.

The Superintendent went on to say that the three phases of consultation and postings this year have produced the best process so far, with many of the most difficult-to-fill positions being filled in the spring before incumbents post out to other districts. The current postings are based on fall consultations and are in response to the ELL pressure point, requiring additional supports. Those most recent postings have now fully exhausted the fund.

The Superintendent gave credit for the effective process to the great relationship with the WVTA at both the school and district levels.

The Chair thanked both Superintendent Kennedy and WVTA President Rob Millard for their work together, particularly for ensuring that the spring consultation process was so timely.

3. Summer Learning Overview

Dave Eberwein, Deputy Superintendent

Deputy Superintendent Eberwein called West Vancouver Schools' Summer Learning Program a great news story, running at three sites this year – one secondary at WVSS, and two elementary at Irwin Park and Hollyburn. He noted that with 1098 funded students, and 100 international students, overall enrollment of 1198 is larger than some secondary schools.

The numbers for the last four years were reviewed and showed exponential growth at the elementary level. The numbers have remained static at secondary, with many other options available for students, and some courses that don't garner enough interest. Enrollment breakdowns by grade and course were reviewed, and it was noted that restricting the first week of registration to current West Vancouver Schools' families was well-received.

For summer learning 2017, programs will continue to operate at the same three sites. Enrollment is at capacity, but there will be some fine tuning of elementary programming

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and course location. French Immersion and ELL courses will be reviewed and possibly ,modified. The registration process will continue to be reviewed, with possible considerations including changing the timing of the Math Headstart courses, and maybe coordinating with North Vancouver School District to offer some courses with traditionally low enrollment in both districts, rather than cancelling those classes altogether.

4. Provincial Council Motions

Carolyn Broady, Board Chair

Chair Broady reported that four motions have been put forward for the BCSTA Provincial Council at the end of the month. She said they all seem straightforward and hoped that trustees have had the opportunity to review them. It is anticipated that there may be some emergent motions as well.

H. COMMITTEE REPORTS

1. Finance & Facilities Committee Meeting – October 11, 2016

- WVSS Track Project
- SOP Water Flushing Protocol
- Facilities Summer Project Review

Trustee Donahue, who chaired the committee meeting, reviewed the minutes and noted that the community infrastructure grant recipients have still not been announced. She directed people to the website to review details of all the projects undertaken by the facilities department during the summer.

#1258	<u>MOTION</u> THAT the minutes of the Finance and Facilities Committee meeting of October 11, 2016 be received.	<u>Carried.</u>
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Chair Broady publically thanked Director of Facilities Wade Hickey and his staff for their excellent work and said that Mr Hickey downplays his own role and deserves recognition as well.

2. Human Resources Committee Meeting – October 11, 2016

- Enrollment 2016-2017
- Learning Improvement Fund / Teacher Education Fund
- Health & Safety / WorkSafeBC
- Wellness
- Professional Development (WVMEA)
- Recruitment
- Exempt Compensation Review
- Flu Shots
- Retirement Planning / Pension

Trustee Brown reviewed the minutes of the meeting and noted that the Wellness Committee is trying to negotiate discounts for staff at local fitness outlets. Y-Yoga is already on board and the committee is currently speaking to Method Fitness. More information is available inside45. She also reminded everyone of the flu shot clinic on Thursday, October 20th. All employees, including TTOCs, are invited to receive the shot if they wish.

#1259	<u>MOTION</u> THAT the minutes of the Human Resources Committee meeting of October 11, 2016 be received.
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Carried.

I. FOR INFORMATION

Chair Broady highlighted several administrative procedures that have had minor wording and procedural changes / updates to modernize them and better reflect current practice: AP 170 – Diversity and Human Rights; AP 181 – Sexual Minority / Sexual Orientation / Gender Identity or Expression; AP 215 – Student Support Services; AP 270 – Hospital / Homebound Instruction; and AP 350 – Student Code of Conduct and Discipline. The updated versions have all been posted on the public district website.

She thanked the Deputy Superintendent for the district's prompt response to AP 171, which is now in alignment with the updated BC Human Rights Code. The Deputy Superintendent replied that we did already have an AP around gender identity, but that a few things needed to be added. As well, all school Codes of Conduct have been updated and posted on their school websites. West Vancouver School District is fully compliant with the BC Human Rights Code.

J. CORRESPONDENCE

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

K. TRUSTEE MEETINGS & EVENTS

Chair Broady thanked Craig Cantlie and his team for what she said was a well-organized TEDx event with great speakers. Trustee Donahue said that she had heard Darren Googoo speak at the CEA First Nations School Conference and encouraged everyone to look him up online, as she believes his messages and methodologies expand beyond First Nations. Trustee Brown noted that the Memorial Library, in conjunction with the school district, is preparing to issue 3500 library cards to elementary students in our district, including Lions Bay and Bowen Island.

Vice Chair Stevenson took the opportunity to remind everyone of the civic by-election on November 19. There are 12 candidates running and he encouraged people to take part in this important process.

BCPSEA Conference Call BCSTA Metro Meeting CEA — First Nations Schools Conference Finance and Facilities Committee Meeting Human Resources Committee Meeting Metro English Language Learners North Shore Immigrant Inclusion Partnership - Working Group PJ Community Park Build Presidents' Committee Meeting	School Traffic and Safety Committee Meeting TEDx West VancouverED Tour of PJ Outdoor Learning Space WV Community Foundation Vital Signs Launch WV DPAC Meet & Greet Coffee WV DPAC Meeting WV DPAC Welcoming Luncheon WV Library Summer Reading Awards WV Police Board Liaison Meeting
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L. QUESTION & COMMENT PERIOD (10 Minutes)

Rob Inman - West Vancouver resident and coach

- prompted by the water flushing protocol, asked if all schools were on water meters and, if so, is there room in the budget to account for the extra water used by flushing pipes?

The Secretary Treasurer replied that all schools are on water meters and, as this is a new process, she is waiting to see where costs fall. She said that the safety of our students is the priority.

- asked if the district was required to have an independent testing company check the water quality

The Secretary Treasurer replied that we were not required to, but chose to do so. Water quality testing and protocols were one of the first tasks undertaken by Mr Hickey when he joined the district, and the testing company was hired in order to get benchmark readings. She repeated that the driving concern is not cost, it is student safety.

- asked if filter systems or pipe replacement are potential budget items for next year

The Secretary Treasurer replied that the flushing protocols are adequate at this time and when contaminants are detected, they are well below acceptable levels.

Rob Millard – President, WVTA

- thanked the district for arranging the flu shot clinic
- said he understood that primary teachers will be receiving laptops to replace their iPads and said that will be a great help with report cards
- thanked the board for confirming the liaison meeting date, noting that there are a number of new members on the executive
- said that it had been a busy start to the school year with new curriculum and new report card templates and that, as expected, the government has not stepped up to provide funding in those areas
- offered to help senior staff advocate for funding in any way he can

The Chair thanked Mr. Millard for his remarks and noted that she, the Superintendent, Secretary Treasurer, and representatives from North Vancouver and Sea to Sky School Districts, will be meeting with local MLAs on November 2nd. She suggested that she and Mr Millard talk before then about any issues that she may be able to bring forward.

The Chair concluded the meeting by saying that these are very difficult times in other school districts and that she wanted to take the time to thank trustees and every member of staff in the district, from supervision aides, teachers, custodians and facilities staff, to administrators, district, and support staff for their collaborative and cooperative way of working together. She said were are very lucky to be able to smile, laugh, and get good work done, and she is thankful for and appreciative of that.

M. ADJOURNMENT

8:32pm

BOARD CHAIR

SECRETARY TREASURER