



## MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION

### West Vancouver School Board Office

**Tuesday, June 18, 2024**

**Present:** C. Broady, Chair; N. Brown, Vice Chair; L. Block, D. Stevenson, F. Zhu, Trustees;  
C. Kennedy, Superintendent; J. Leiterman, Secretary-Treasurer; L. Hill, Assistant  
Superintendent; I. Kennedy, Director of Instruction

- A.** The Chair called the meeting to order and recognized that we are gathered on the traditional territory of the Squamish Nation and thanked our friends and colleagues in the Nation who are working with us to guide our understanding of the history of this land and its people. She said we respect and honour the Elders past, present, and future as we bring this knowledge to the students in our community.

### **B. BOARD HIGHLIGHT**

#### **Bowen Island Community School**

##### **Gifts of Music: Celebrating Community and Rooting Ourselves in Place**

*Principal Laura Magrath, Vice-Principal Jennifer Ohlhauser, Music Teachers Cindy Fairbank and Simon Forst, and students*

Staff and students from BICS delivered a presentation on their performing arts program, focusing on the theme of "The Gift of Music." They showcased how music serves as a unifying force within their community, helping them celebrate their local roots through song, time, and community engagement.

#### **International Program – International Student Stories**

*Michael Frankowski, Director International Program; Rebecca Rowley, Vice Principal International Program; Jessica Nanmanat Patanaariyangkul, Rockridge (Thailand); Ian Park, Sentinel (Korea); Sofia Tramonti, WVSS (Italy)*

Three international students expressed their deep sense of belonging after transitioning from their home countries to attending school in West Vancouver. They shared their personal journeys, emphasizing their gratitude for the International program and their respective schools, clubs, and programs.

## C. ADOPTION OF AGENDA

1731 **MOTION THAT** the Agenda of the Regular Meeting June 18, 2024, be adopted.

**Carried**

## D. QUESTION & COMMENT PERIOD (10 minutes)

*Tanja Imhoff, DPAC Co-Chair*

Tanja shared that DPAC wrote a letter to the Minister of Education and Child Care in support of the board's request for funding support for mid-sized school districts.

*Carolyn Broady, Board Chair*

Carolyn thanked the DPAC members for their support and commitment.

*Spencer Capier, President of the WVTA*

Spencer expressed gratitude to the board for their advocacy efforts regarding funding for mid-sized school districts, noting that sister unions are also taking action by writing their own letters.

*Carolyn Broady, Board Chair*

Carolyn thanked Spencer for his union's support and for sharing the word with other districts.

## E. APPROVAL OF MINUTES

**Regular Meeting May 21, 2024**

1732 **MOTION THAT** the Minutes of the Regular Meeting May 21, 2024, be approved.

**Carried**

## F. BUSINESS ARISING FROM THE MINUTES

— Chair Broady requested updates on enrolment for the fall, Summer Learning, and the projected International student numbers.

— Assistant Superintendent Hill reported that fall enrolment is robust, highlighting ongoing re-qualification of Fundable Student applications which may cause fluctuations in numbers. Summer Learning programs show strong enrolment, particularly in elementary programs, while grade 8 and 9 courses are slightly lower. The projection of 400 Full-Time Equivalent (FTE) international students for the 2024-25 school year remains unchanged.

## G. BOARD BUSINESS

### 1. **Board Chair Report**

*Carolyn Broady, Chair*

Board Chair Broady reported on West Vancouver Schools' achievements in the 2023-24 school year, highlighting some of the significant progress aligned with the board's strategic goals under the Framework for Enhancing Student Learning (FESL).

## 2. **Communications Update**

*Chris Kennedy, Superintendent; Tricia Buckley, Manager of Communications*

Tricia Buckley, Manager of Communications transformed data into a compelling narrative, illustrating the school district's usage of various social media platforms for communication and showing the ability to identify the most visited websites. Statistics were shared to demonstrate the impact and reach of these platforms, providing valuable insights for strategic planning and enhancing communication strategies within the district.

## 3. **Framework for Enhanced Student Learning (FESL)**

*Liz Hill, Assistant Superintendent*

The presentation emphasized several key priorities for educational development. Firstly, there is a strong focus on career development, particularly ensuring smooth transitions during early learning, the move from Grade 7 to 8, and transitions into post-secondary education. Secondly, efforts are directed towards enhancing numeracy competencies among students, aiming for improvements in provincial assessment results. Lastly, the presentation highlighted initiatives to improve students' sense of belonging, with the goal of fostering positive mental health outcomes and enhancing overall student success.

# H. **COMMITTEE REPORTS**

## 1. **Human Resources Committee Meeting – June 4, 2024**

- Employee Spotlight
- Staffing Updates
- Summer Learning Staffing
- Backgrounder – Standing Joint Job Evaluation Committee Backgrounder – Standing Joint Job Evaluation Committee
- Pay Transparency Data Collection

Vice Chair Brown shared highlights from the recent meeting, which included the spotlight on the Purchasing, Transportation, and Rentals team for their essential, often unseen contributions. The Standing Joint Job Evaluation Committee's role in standardizing support staff positions was covered. Discussions also touched on professional development funding and initiatives aimed at addressing gender pay gaps through the Pay Transparency Act, with a data collection timeline set for November 2024.

1733 <b><u>MOTION THAT</u></b> the minutes for the Human Resources Committee Meeting held June 4, 2024, be received.
--

**Carried**

## 2. **Finance & Facilities Committee Meeting – June 11, 2024**

- Introduction: Facilities Manager
- 2025/26 5 Year Capital Plan – Major Projects
- 2024/25 AFG Summer Slate
- West Vancouver Place for Sport Update
- 2024/25 Preliminary Annual Budget

Trustee Stevenson shared some points from the recent meeting, including the introduction of Jarred Thomas as the new Facilities Manager. Key topics covered included the presentation of the 2025/26 Five-Year Capital Plan for Board approval, focusing on a seismic retrofitting at Sentinel Secondary School, the 2024/25 Annual Facilities Grant Summer Slate detailing proposed

projects, updates on the West Vancouver Place for Sports, and a presentation of the preliminary 2024/25 Annual Budget for Board Approval.

1734 **MOTION THAT** in accordance with provisions under section 142 (4) of the School Act, the Board of Education of School District No. 45 (West Vancouver) hereby approves the proposed Five-Year Capital Plan, Major Projects, for 2025/26 to be submitted to the Ministry of Education and Child Care.

**Carried**

### **Annual Budget Bylaw**

1735 **MOTION THAT** a Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 45 (WEST VANCOUVER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2024/2025 pursuant to section 113 of the School Act , R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act ".)

1. The Board has complied with the provisions of the *Act*, Ministerial Orders, and Ministry of Education and Child Care Policies respecting the Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 45 (West Vancouver) Annual Budget Bylaw for fiscal year 2024/2025.
3. The attached Statement 2 showing the estimated revenue and expense for the 2024/2025 fiscal year and the total budget bylaw amount of \$106,043,730 for the 2024/2025 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2024/2025.

READ A FIRST TIME THE 18th DAY OF JUNE, 2024;

READ A SECOND TIME THE 18th DAY OF JUNE, 2024;

READ A THIRD TIME, PASSED AND ADOPTED THE 18th DAY OF JUNE, 2024;

**( Corporate Seal )**

\_\_\_\_\_  
**Chairperson of the Board**

\_\_\_\_\_  
**Secretary Treasurer**

**Carried**

1736 **MOTION THAT** the minutes for the Finance & Facilities Committee Meeting held on June 11, 2024, be received.

**Carried**

## **I. FOR INFORMATION**

Board Policy 16 (Programs of Choice) - to be posted for feedback  
Board Policy 17 (Revenue Generation) - to be posted for feedback

Administrative Procedure 370 - Student Use of Personal Digital Devices

## **J. CORRESPONDENCE**

A list of board correspondence is posted online.

<http://westvancouver.schools.ca/board-correspondence>

## **K. TRUSTEE MEETINGS & EVENTS**

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>➤ 20-Year Service Employee Breakfast</li><li>➤ Athletic Coaches' BBQ</li><li>➤ BCSTA Board Chairs Call</li><li>➤ District Retirement Event</li><li>➤ District Track and Field Meet @ SFU</li><li>➤ DPAC AGM</li><li>➤ DPAC Year-End Luncheon</li><li>➤ Healthy Schools Table</li><li>➤ Hollyburn Elementary Spring Concert</li><li>➤ Honour Choir – 10-Year Anniversary Concert</li><li>➤ Indigenous Youth Event @ WVSS</li></ul> | <ul style="list-style-type: none"><li>➤ Meeting of the Board with Minister Singh</li><li>➤ National Forum on Health and Fitness</li><li>➤ North Shore Congress - Leaders Regarding Toxic Drug Crisis</li><li>➤ Presidents Meeting</li><li>➤ Rockridge Grade 8 Science Fair</li><li>➤ Rockridge Sounds of Spring Concert</li><li>➤ Secondary School Graduation Events</li><li>➤ West Bay Singing in Spring</li><li>➤ West Vancouver Community Cultural Festival</li><li>➤ West Vancouver Foundation's 45<sup>th</sup> Anniversary</li><li>➤ WVS – Annual Planning Day</li></ul> |
|---|--|

## **L. QUESTION & COMMENT PERIOD (10 Minutes)**

## **M. ADJOURN**

---

Julia Leiterman, Secretary Treasurer