



**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION**  
**Tuesday, October 15, 2019 at 7:00pm**  
**West Vancouver School Board Office**

**Present:** C. Broady, Chair; N. Brown, Vice Chair; L. Block, S. Donahue, D. Stevenson, Trustees; C. Kennedy, Superintendent of Schools; J. Leiterman, Secretary Treasurer; K. Martin, Associate Superintendent; S. Nosek, Associate Superintendent; L. Hill, Director of Instruction; I. Kennedy, Director of Instruction; F. de Dios, Director of Facilities; D. Eliasov, Manager of Facilities

**Absent:** S-L. Shortall, Director of Instruction; A. Campbell, Director of Instruction; D. Nelson, Director of Instruction

**A. CALL TO ORDER & ANNOUNCEMENTS**

The Chair called the meeting to order and recognized that we are gathered together on the traditional lands 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.

The Chair then highlighted the Remembrance Day Assemblies that will be taking place in our schools and encouraged everyone to attend a community ceremony, particularly those in West Vancouver and on Bowen Island.

**B. BOARD HIGHLIGHTS**

**"Flexible Instructional Time (FIT) at WVSS" – West Vancouver Secondary**  
*Principal Steve Rauh and students Shawn A, Nikki H, Yassi H, and Zoe M.*

Principal Steve Rauh thanked trustees for the opportunity to share what the first six weeks of the new FIT block looked like at West Van Secondary. He reminded them that FIT is a new 32 minute period in the timetable every day after Block 1. This time allows students to work on assignments, prepare for upcoming work and tests, receive support and guidance from teachers, or complete their career education requirements. Mr Rauh showed a series of photos, saying that they really tell the story, demonstrating the variety of learning opportunities and locations that are available. Students are working individually, one on one with teachers, or

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collaboratively with peers and others. Learning spaces include classrooms, specialty rooms like foods, the cafeteria, gyms, and the bleachers. The nature of the space defines the activity and there are noisy learning spaces. At WVSS, students may sit in the bleachers and work while groups of up to 25 students are working on their physical literacy playing ball sports during FIT. It was noted that special education staff have reported that they really appreciate the flexibility of the use of time when working with their students.

Mr Rauh then introduced students Shawn, Nikki, Yassi, and Zoe who shared their thoughts about FIT. Shawn said that as a grade 8 student, he doesn't move spaces for FIT, instead staying in the same classroom as Block 1. He said that that it is a great opportunity to finish homework and the consistent timing helps him with planning and reduces his stress level as he adjusts to the demands of high school. Grade 10 twins Nikki and Yassi both think that FIT is a good addition to the timetable and like the chance to finish homework, study for tests, or contact teachers with questions or ask for help. Nikki said she is getting more sleep because she knows she has time in the morning to work or study, and Yassi said that she has started to go to the weight room during Tuesday FIT block, as the time is specifically for girls to work out and she feels more comfortable. Zoe said she has had attendance issues in the past as a result of her anxiety and in her grade 12 year is only attending on Day 2. She said FIT has been great for her for a variety of reasons. She wasn't sure what to expect at first, but the consistent timing has helped her prepare for class and tests, make up missed classes, and allows for better communication with her teachers. She said it has helped with her anxiety at times, because she can use the time to re-centre herself and focus back on her work.

Mr Rauh said that as with anything new, there is always a period of uncertainty and adjustment. For the first three weeks of the school year, WVSS students had Advisory classes during FIT and the new schedule was explained and expectations set. After that, FIT was introduced. . He said that things are still a bit awkward, but that with each passing week, FIT becomes more and more powerful as staff and students begin to realize the possibilities. Next week, Advisory classes will be held to launch the FIT Calendar, created after a series of conversations with staff about how best to let students know what they will be doing. With the student agenda moving to an online app, the FIT calendar will be incorporated into that, and staff can update their availability and outline opportunities directly online, allowing students to select activities in which they are interested.

He said he is looking at FIT through a lens of opportunity, one which allows the use of instructional time in a different and flexible way. There have been some growing pains, but it is anticipated that this will be "the new normal" by Christmas. Staff have reported a challenge around the shortened nutrition break and although the five minutes reduced from that time have been added to lunch, there is still concern that 10 minutes is not adequate for a nutrition break in the morning. Conversations are ongoing and student and staff feedback will continue to be collected as this new structure evolves and mindsets shift was from what used to be, to what is possible moving forward. He concluded by saying that they are only just really beginning to understand how amazing and unbounded FIT can be, and every day they are learning something new.

The Chair thanked Mr Rauh and his students for their presentation and said she would love to hear more from them later in the year, as well as feedback from students and staff at Rockridge and Sentinel.

## **C. DELEGATION**

### **West Vancouver Secondary Place for Sport**

*Geoff Jopson and Adine Mees, WVPFS committee members*

Geoff Jopson thanked the Board for the opportunity for him and Adine Mees, executive director of the West Vancouver Community Foundation, to speak to trustees about the dedication and passion of a small volunteer committee that has worked hard during the last five years to make the West Vancouver Place for Sport (WVPFS) a reality. As well, he acknowledged the significant contribution of Superintendent Chris Kennedy and Secretary Treasurer Julia Leiterman to the efforts to replace the running track at WVSS and improve the track facility as a whole.

Based on the premise that sport has the power to bring people together, recent fundraising efforts were outlined. Last month, a postcard was distributed to West Vancouver homes, highlighting the urgent need to replace the track and asking for donations. The original fundraising deadline of October 15 has been extended until the end of December. It was made clear that this is a project that will benefit West Vancouver as a whole, as the only community track is now at the end of its life. The proposed facility will help to address not only track safety for students, residents, and community-based athletic organizations, but will help alleviate the shortage of playing fields in the district. The project scope was reviewed, and will include a five-lane rubberized track, an artificial turf playing field, a new “jumps and throws” area for track and field meets, and the addition of lighting to allow use 15 hours a day. Public washrooms are also included. Mr Jopson said that this could be a transformational project for West Van, much like the Kay Meek Centre.

Five organizations, including West Vancouver Schools, have already committed a total of \$950,000 and several dozen ‘Maple Leaf Donors’ have also made donations of \$2500 - \$10,000, but the project still needs to raise approximately \$4 million. It was noted that while citizens of West Vancouver are very generous, philanthropy is often directed beyond the community to help with more compelling causes like healthcare. Fundraising has been more difficult than anticipated, and three separate grant applications to the federal government have been rejected. The committee continues to seek a major donor, perhaps with naming rights associated, and is confident that one will be found in the next few weeks. It is hoped that a single large donation will encourage others to donate as well. Several news stories were shared, demonstrating the importance of the track to West Vancouver students and the inclusiveness that exists in the track community.

Ms Mees noted that this is the 40<sup>th</sup> anniversary of the West Vancouver Community Foundation and that they have never made a donation as large as the one they have made for the WVPFS. She said that what resonates with her about this project is that she feels it embodies the values that are so important to the West Van community. This will be a sports facility that will have a community feel and will be available not just to students, but to the broader community as well. She said that it is well known that a fit, engaged, active community, is a healthy and resilient community, one that is connected and strong. For all those reasons, the Foundation put an unprecedented level of support behind this project. Although it has struggled in terms of obtaining the level of donations that perhaps were anticipated, the feeling with the committee is that things are looking up. The profile of the project needs to be raised and she thanked the Board for this opportunity to speak to them to do just that.

The Chair noted that while Minister of Education Rob Fleming has explained that the project is not within the scope of funding, he will support any relevant education grants if they come up, and it was noted that playground grants may be considered for high school track projects moving forward. Mr Jopson concluded by asking for the Board's continued support and asked that anyone with interested contacts please put them in touch with WVPFS, saying that no donation is too small. The Chair and Vice Chair both said that the Board will continue to offer whatever support they can and attempt to talk up the project at every opportunity.

#### **D. ADOPTION OF AGENDA**

#1450	<b><u>MOTION</u> THAT the Agenda of the Regular Meeting October 15, 2019 be adopted.</b>	<b><u>Carried.</u></b>
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#### **E. QUESTION & COMMENT PERIOD (10 minutes)**

*Renee Willock – President, WVTA*

- Said that a lot of teachers are talking about the big changes associated with FIT and there are lots of positives
- In particular, teachers are finding the one-on-one opportunities very productive and rewarding
- Are some frustrations with teachers who feel they have been assigned to spaces in an almost crowd-control role – not feeling the benefit of extra instructional time
- Said she will continue to listen and support where necessary, but another recurring issue is a disruption to the flow of the teachers' day, where they are feeling the impact of shortened breaks and long stretches between breaks
- Said she was very pleased to hear that the district will listen to feedback and is open to tweaking this new schedule
- Thinks we are onto something good, but there are concerns that need to be addressed regarding teacher assignments and flow of the day
- Many teachers are exhausted right now, but have said they are hoping to hit their stride soon as they adjust to the new rhythm of things

The Chair thanked Mrs Willock for her comments and agreed that she thinks it is very important that we get feedback, even if this new structure is only a few weeks old. She said she is sure that Director Hill will find a way to collect feedback from both staff and students, and the Board will take a look.

#### **F. APPROVAL OF MINUTES**

- Regular Meeting September 17, 2019

#1451	<b><u>MOTION</u> THAT the Minutes of the Regular Meeting September 17, 2019 be approved.</b>	<b><u>Carried.</u></b>
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#1452

**MOTION THAT the Minutes of the General Record October 15, 2019 be approved.**

**Carried.**

## **G. BUSINESS ARISING FROM THE MINUTES**

No business arising.

## **H. BOARD BUSINESS**

### **1. Board of Education Strategic Plan 2019-2022**

*Carolyn Broady, Board Chair*

The Chair reported that in early spring, trustees met with the district leadership team (DLT) for a day and re-affirmed their Board vision and goals for the term in the creation of the new Strategic Plan 2019-2022. Basic values were reviewed and three strategic goals were identified.

The ongoing priority and top goal continues to be Educational Excellence. There was no hesitation among trustees to continue to make sure that our schools are places where all students can meet their educational potential. She said this goal underlies everything else done by the Board and the school district, from continuing to maintain and trying to improve upon our top standings, to improved recruitment and retention strategies, to celebrating and sharing our innovations and the successes of all students.

The second goal is Visionary Leadership, with increased accountability and a recognition of the importance of maintaining the work being done to future-proof the organization. Community and government relationships will continue to be strengthened and the relationship with the Squamish Nation was highlighted, as we work towards the development of a new Protocol Agreement. The Chair noted that a big change was the formal inclusion of climate change and sustainability. This is a great concern both locally and globally and the Board was keen to ensure that this is woven into the plan. Our students are leading the work, as demonstrated in recent school presentations to the Board. She said that we hope that they continue to raise awareness as the district increases incorporation of green practices into our facilities and operations, so that we can lead the community in environmental responsibility.

The third goal is an emphasis on Successful Transitions. Moving from Pre-K to Kindergarten, elementary to secondary, and secondary to post-secondary institutions of all kinds, including trade schools, we must support and prepare all students as best we can for entry into the work world.

The Chair also noted that she would like to see each trustee, including herself, set individual goals for the term. Much in the way that Superintendent Kennedy sets himself an internal and external goal each year, she would like over the next few months for each trustee to identify a goal with which they would like to move forward. She also thanked Malcolm Weinstein for acting as facilitator during the plan's creation, and highlighted the use of our

own photos throughout the publication rather than stock photos, noting it is a very effective way to show what is happening in our schools. She said trustees throughout their term will take copies of the plan to schools, community events and meetings, including those with mayor and council and the library, as a way of helping to find common goals with other community partners.

The Chair asked trustees for comments and Trustee Block said that as a first term trustee, she thinks it is so important to identify and realize our goals and values, and to tell our story to the general public, not just parents, as the school district reflects our wider community. Vice Chair Brown noted that while the focus is quite rightly on students, the plan also details employer obligations. It demonstrates the commitment to provide an excellent place to work by coming up with programs, supports, and professional development opportunities, so that teachers feel supported and proud to work here.

**#1453**

**MOTION THAT the West Vancouver Board of Education Strategic Plan 2019 - 2022 be approved.**

**Carried.**

## **2. Fine Arts Review**

*Liz Hill, Director of Instruction*

Director of Instruction Hill said she was excited to have the opportunity to give trustees a summary of the arts education review in which we engaged last year. The purpose of the review, which was conducted between January and June 2019, was to assess our arts education programs. It was undertaken in response to the introduction of the new curriculum, which expanded the arts education focus to include not only visual arts, but also drama, dance, and music. This expanded understanding prompted a desire to make sure we had a vision and plan in place to both maintain the strong existing program, and also identify and provide recommendations for further growth. John White a musician and retired Director of Instruction from the Burnaby School District who is passionate about the arts and has served in many roles with various arts organizations was engaged as facilitator. Tara Zielinski, principal at École Pauline Johnson, joined Director of Instruction Hill as the third member of the review committee.

A series of eight focus group meetings were held in order to gather information and feedback from the perspectives of the different stakeholder groups, including: elementary and secondary students; elementary teachers; secondary visual and performing arts teachers and department heads; elementary and secondary principals and vice principals; parents; and DLT. The facilitator Mr White made clear that what emerged from those meetings was a valid and widespread pride in our district's visual and performing arts programs and a sense of confidence in our district. Director Hill said the committee knew this, but after going through eight different focus groups it was reassuring, and a point of pride, to be starting from such a positive place. Students were particularly vocal about what our arts programs mean to them, with elementary students saying that participation helps with managing emotions, encouraging creativity, and helping to develop confidence and speaking skills. Secondary students also mentioned accessing creativity, but noted that the visual and performing arts (VPA) help them to be well-rounded, supported their overall growth and development, and that for some art education became a potential career path. What remained obvious was the importance of spending time to honour the visual and performing arts.

To that end, the arts education review produced 11 recommendations, including: the need to develop a clear vision for VPA programs in the district and clearly define what is included in them; the creation a five-year plan to develop and support those programs, including a formal statement of support from the Board and the creation of a district advisory committee; and the enhancement of facilities and relationships that will augment and expand the programs we offer. For the 2019-2020 school year, the VPA plan includes the development of the five-year plan, the creation of the advisory committee, improved communication and support for the VPA, and hosting a special VPA event where information about the review and the formal statement of support from the Board would be shared.

Director Hill said that while Mr White's recommendations were not surprising, they did allow for the creation of a clear path forward. The advisory committee will immediately begin to engage stakeholders in a regular and meaningful way so that planning for a robust and intentional programming can begin. There is a clear recognition that the VPA are an integral component of education, and opportunities to participate need to be equitable across all schools in the district.

The Chair said that she was looking forward to the event, which the Director anticipated would be held after Christmas.

#1454	<b><u>MOTION</u> THAT the West Vancouver Board of Education affirm their support for, and commitment to, the visual and performing arts programs in West Vancouver Schools.</b>  <b><u>Carried.</u></b>
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The Chair thanked Director Hill and the review committee for their work, saying that this was very exciting and that it was wonderful to see a renewed direction and focus on these important programs.

### 3. **1701 Summary**

*Sean Nosek, Associate Superintendent*

Associate Superintendent Nosek reviewed the 1701 enrolment report dated September 30, 2019. It was noted that this is the formal submission to the Ministry and drives our operating grant. This year's regular enrolment headcount is 6855, with 536 international students, for a total headcount of 7391. This is up slightly from last year's total headcount of 7334. International enrolment is virtually unchanged during that period. Our schools are at physical capacity for the most part. French Immersion enrolment continues to grow year over year, as does our self-identifying Indigenous student, ELL, and Special Education enrolment. The Special Education figures represent a broad spectrum of needs and not all are eligible for extra funding, though they do have a designation of some sort. This steady increase in Special Education numbers, particularly those related to the autism spectrum, can be attributed in part to improved testing.

Though not related to the 1701 report, classes over 30 students were reviewed and as is expected every year, there were three: two Calculus 12 classes at WVSS with 31 and 33 students respectively, and one Foundations of Math class at Sentinel with 31 students. Those numbers are expected to drop before the end of the first term.

It was noted that the local FTE number is the pivotal piece that drives funding, and figures for the three secondary schools were shown to demonstrate that our students' course loads equate to 1.03% at Rockridge, and 1.05% at both Sentinel and West Vancouver Secondary. The Chair noted that these figures are central to the Board's concerns about the new funding model, which proposes to fund based on headcount rather than FTE. Our students in grade 10-12 on average are taking more than the standard full course load and the proposed changes to funding would not take this into account. This in turn would affect our funding and ultimately affect what courses could be offered to students in our district. When asked, the Secretary Treasurer replied that the Ministry seems to be keen to switch, and while we would receive transition funding for a couple of years, ultimately this switch would have an impact upon our course offerings.

The Chair asked Associate Superintendent Nosek about the 160 students that reportedly left the district between June and September, or were no-shows in September. She wondered why they left and where they went, and said she would appreciate increased tracking. The Associate Superintendent replied that this was on the minds of senior staff and said that we will try, within our means, to determine reasons for this kind of movement.

## **I. COMMITTEE REPORTS**

### **1. Human Resources Committee Meeting – October 1, 2019**

Committee Chair Brown reviewed the minutes and thanked administrative staff for their work with admissions in late summer. It was also noted that due to a delay in vaccine availability, the flu shot clinic has been rescheduled for November 22, 2019.

The variety of professional development opportunities in our district was highlighted and particular mention was made of the Teacher Mentorship initiative, facilitated by Director of Instruction Liz Hill and WVTA President Renee Willock. The program continues to grow and now has 27 experienced teachers as mentors, working with 42 mentees – new teachers, or teachers new to their role. A launch event was held recently and the aim is to be not only supportive, but adaptive and responsive to the needs of teachers as they arise. Trustee Block said she wanted to publically thank everyone involved in what she said was a very important program.

<b>#1455</b>	<b><u>MOTION</u> THAT the minutes of the Human Resources Committee meeting held October 1, 2019 be received.</b>	<b><u>Carried.</u></b>
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### **2. Finance and Facilities Committee Meeting – October 8, 2019**

Committee Chair Stevenson began by saying that further to the funding model changes discussed earlier, we must not underestimate the potential impact of the proposed changes on our district.

He then passed the floor to the Secretary Treasurer who explained that a detailed and robust costing estimate for each project has been added to the AFG budget and completion process. Quotes were in place early, with appropriate contingencies, and the budget was

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reassessed after each project was completed. This new process allowed for a more controlled AFG process and we finished the busy summer season knowing exactly what we had spent. She thanked the Manager of Facilities Dmitri Eliasov and new Facilities Assistant Carly Hargreaves for their very effective management of this process.

The Committee Chair then briefly reviewed the scope of facilities projects completed during the summer and highlighted the creation of a flexible and adaptive desk for one of our elementary students with specific needs. He said that year after year facilities staff do an excellent job and thanked everyone for their hard work.

The Chair echoed those sentiments and on behalf of the Board, extended thanks and gratitude to the Director of Facilities Florencio de Dios and all facilities staff for their incredible work.

<b>#1456</b>	<b><u>MOTION</u> THAT the minutes of the Finance and Facilities Committee meeting held October 8, 2019 be received.</b>
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**Carried.**

## **J. FOR INFORMATION**

The Chair reported that further to the item at last month's meeting, the new administrative procedure AP 345 – Provision of Menstrual Products has been finalized. The new AP is posted on the district website. She thanked Associate Superintendent Nosek of his hard work on this within tight timelines and said she was happy to hear that feedback would be sought from students and staff.

## **K. CORRESPONDENCE**

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

## **L. TRUSTEE MEETINGS & EVENTS**

The Chair thanked trustees for their attendance at these meetings and events and said she anticipates a busy couple of months with Remembrance Day and the holidays approaching.

2019 Vital Signs Report Launch Art Reveal at the WV Library (Brad Baker) BCSTA Metro Meeting ELL Consortium Finance and Facilities Committee Meeting Human Resources Committee Meeting Local Voices: Learning Curves at WV Library Minister Fleming Board Chairs' Conference Call	North Shore Immigrant Inclusion Partnership Working Group Presidents' Committee Meeting UBCM with WV Mayor and Council West Vancouver DPAC "Meet and Greet" West Vancouver DPAC Meeting West Vancouver DPAC Welcoming Luncheon
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## M. QUESTION & COMMENT PERIOD (10 Minutes)

*Renee Willock – President, WVTA*

- Said that thinking about the Strategic Plan and educational excellence, she is amazed by what the district and teachers can do on a tight budget
- Acknowledged that it is not easy for HR with regard to recruitment and retention of teachers, but in a system where provincially our students receive less per pupil funding than elsewhere in Canada, it is not unexpected
- Said that when the international student program continues to contribute 13% of our budget, there is cause for concern and she is not sure what else can be done
- Noted that she and Stephen Price will be meeting with MLA Ralph Sultan on Thursday and said she believes he listens and asks good questions
- Asked that anyone in a position of power and influence continue to make the case for increased and stable funding for public education
- Concluded by saying that provincial bargaining continues under a media blackout and that the hope continues to be for a negotiated settlement

The Chair thanked Mrs Willock for her comments and continued hard work, and said the Board also hopes for a negotiated settlement. She noted that MLA Sultan does pass on notes and comments and that he is a good person with whom to raise concerns.

*Charlotte Burns – West Vancouver resident and parent*

- In light of increased special education enrolment numbers, asked if more Education Assistants had been hired

The Chair passed the floor to Associate Superintendent Martin, who said EA hiring continues to be a struggle, but all positions have been staffed. The casual EA list is short, but we are a destination district and are trying to actively recruit in this area. We do have more EAs this year and Associate Superintendent Nosek reported that there are now nearly 150 EAs in the system.

## N. ADJOURNMENT

**8:47 pm**

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BOARD CHAIR

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SECRETARY TREASURER