



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

**Tuesday, February 16, 2021 at 5:00 p.m.**

### **MS Teams**

**Present:** C. Broady, 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; S-L Shortall, Director of Instruction; D. Nelson, Director of Instruction

**Absent:** N. Brown, Vice Chair

#### **A. CALL TO ORDER & ANNOUNCEMENTS**

The Chair called the meeting to order and recognized that we are gathered together 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 HIGHLIGHTS**

##### **"Second Step"– Hollyburn Elementary**

*Principal Nathan Blackburn, Vice Principal, Emily Miller, Teachers Erin Rochfort, Taylor McKittrick, Sylvia King and Jennifer Wong*

Principal Nathan Blackburn, Vice Principal Emily Miller and teachers Erin Rochfort, Taylor McKittrick, Sylvia King and Jennifer Wong shared with the work Hollyburn is doing in their Second Step program. Funded by the Mental Health in Schools Grant, Second Step is a classroom-based program that nurtures children's social emotional competence and foundational skills learning. The key teachings of the program are to develop skills for learning, empathy, emotion management and problem solving in students from grades K - 5.

During a short video presentation, the students explained why it is important to learn about feelings and emotions and how to recognize the emotions in themselves and others through

making eye contact and listening. Grade 4 student Max summarized by saying Second Step teaches the students to listen with their ears, heart and brain.

**“Building’ Our Understanding of Community and Place” – Chartwell Elementary**

*Principal Laura Magrath, Vice Principal Alysha Philip, Teacher Emily Spicer, Students Mason and Angelica*

Principal Laura Magrath, Vice Principal Alyshia Philip, teacher Emily Spicer and students Mason and Angelica reported on Chartwell’s approach to hands-on learning where students are given more ownership and control of their work, allowing them to be confident and competent both inside and outside of the classroom. Lessons integrate outdoor learning in local habitats and indigenous views which include ways of knowing and storytelling. Ms. Spicer shared how the hands-on learning experience of the Coast Salish Seasonal Round unit has created a higher level of engagement in her students, particularly amongst English Language Learners and students with learning exceptionalities.

With a commitment to learning outside as often as possible, the students felt more connected to nature and their community. Students Angelica and Mason talked about an outdoor, imaginary game the class played where they learned how to find food, and water and make shelter and hunting weapons from the natural resources around them as the Coast Salish people would. The students said they gained a respect for the Coast Salish people and their connection to nature.

**C. ADOPTION OF AGENDA**

#1529 <b><u>MOTION</u></b> THAT the Agenda of the regular meeting February 16, 2021 be adopted.
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Carried.
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**D. QUESTION & COMMENT PERIOD (10 minutes)**

There were no questions or comments.

**E. APPROVAL OF MINUTES**

- Regular Meeting January 19, 2021

#1530 <b><u>MOTION</u></b> THAT the minutes of the Regular Meeting January 19, 2021 be approved.
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Carried.
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**F. BUSINESS ARISING FROM THE MINUTES**

Chair Broady asked how the school district is handling vulnerable students that may find the quarter system schedule challenging.

Director of Instruction Ian Kennedy explained that teachers are regularly reaching out to students that have been identified as needing extra support. He noted that teachers are available during X block just as they were with the linear model. Results from a recent Student, Staff and Parent survey are currently being analyzed. He closed by saying that in the context of a pandemic, students are continuing to succeed as before.

Chair Broady asked how many classes currently have over 30 students.

Associate Superintendent Sean Nosek replied that one class, AP Calculus 12 at Rockridge, currently has 32 students enrolled.

Chair Broady asked Superintendent Kennedy to speak to the Board about comments from parent David Oliver regarding a previous Board meeting.

Superintendent Kennedy explained that Mr. Oliver had questions about Mr. Kennedy's comments regarding the Temporary Transition Program and referenced his comment that 40% of TTP families indicated in an on-line survey that they would like to see the program continue. Mr. Kennedy noted that meeting minutes are not transcripts, but rather summaries of what is said during the meeting, and clarified that in the fall, 40% of families indicated they wanted TTP to continue. Mr. Kennedy also confirmed that the program has now been extended through the remainder of the school year.

Chair Broady noted the February minutes should reflect that the Board is aware of Mr. Oliver's question and the Superintendent's answer.

## **G. BOARD BUSINESS**

### **1. Superintendent's Report**

*Chris Kennedy, Superintendent of Schools*

#### **Enrolment**

Superintendent Kennedy gave an update of the current enrolment numbers for the 2021/22 school year. His report showed an increase in enrolment over last year at this time.

#### **Budget Planning**

Over the next two weeks schools, partner groups and individuals in the community will submit budget feedback forms with recommendations to the Board for the upcoming year. The Superintendent welcomed anyone in the virtual gallery to submit any suggestions, saying the form can be found on the district website. He noted that the biggest unknown for the 2021/22 school year is enrolment for the international program. Although the district saw a decrease of

40% in 2020/21 school year, an increase is expected for 2021/22. He noted that due to a delay in the Provincial budget, budget approval by the board will likely take place in June rather than May.

### **Schedule Planning**

The district is planning for full-time in-person elementary and secondary school in the fall. Secondary will start with the quarter system, with a plan to scale up to more than two courses at a time, should the provincial health rules allow. A secondary student, staff and parent survey was sent out on February 1st.

### **Temporary Transition Program**

Approximately 40% of students initially enrolled have already returned to full-time in-person learning, and approximately 240 students remain in the program. The district's next TTP return date is scheduled for March 29th, the program will be extended until June 30th for interested families. There will be increased opportunities for transition back to school during the 3rd term.

### **Updates to K-12 Public Health Guidelines**

Superintendent Kennedy reviewed updates to the Provincial COVID-19 Health and Guidelines for K-12 settings. Key items included strengthened guidelines around mask use for staff and secondary school students, a change in wording from "not recommended" to "personal or family/caregiver choice" for elementary school students, specific guidelines for PE and Music Classes, more detailed protocol for staff only spaces and a new health check app that families are encouraged to download. He noted that the District Plan is being reviewed to ensure alignment and that the Health Officer continues to credit schools for their strong health and safety plans.

### **Diversity and Inclusion Work**

The Superintendent shared information about the work the District has been doing around diversity and inclusion, including a Pro-D Day dedicated to Indigenous Education, a DPAC / Board of Education Liaison meeting focusing on SOGI (Sexual Orientation and Gender Identity), Indigenous Education and Anti-Racism Education and an Askable Adult parent evening held to support parents with neurodiverse learners. Diversity and Inclusion Strategist Alden Habacon has begun work with the trustees, district leaders and administrators. He will be featured at a virtual community event hosted by the DPAC in March and will be the keynote speaker at the district's Opening Day in September.

### **Upcoming Events**

Upcoming events highlighted were Support Staff Appreciation Day, the naming of the track at West Vancouver Secondary and Pink Shirt Day. It was noted that a Special Education Audit would be happening the week of March 8th.

### **Ministry of Education – Post Secondary Data**

Superintendent Kennedy shared that West Vancouver is the first district in the province that has access to new Ministry database that tracks students attending post-secondary outside British Columbia. In the past the district has known that approximately 90% of West Vancouver graduates attend post-secondary, with about 45% attending post-secondary schools within B.C. This reporting will now track students who go on to Canadian schools outside of B.C. as well as

schools around the world such as America and Europe. This new data will be useful as the district works with universities around planning and transition.

## **2. Physical Literacy Update**

*Diane Nelson, Director of Instruction, Amber Pascual & Erin Crawford,  
District Physical Literacy Mentors, Donna Rinfret & Bianca Ferrajohn, Teachers*

Director of Instruction Diane Nelson reviewed the creation and implementation of the Physical Literacy (PL) initiative, which has led to a system-wide change in culture.

District Physical Literacy Mentors Amber Pascual and Erin Crawford shared grade K-7 PL accomplishments, notably that there has been an increase in the Fundamental Movement Skills of K-4 students and explained how the program adapted to continue during the COVID-19 pandemic. PL is now embedded in every school with the support of the administrators and teachers and is no longer viewed as a program - it is a way of being.

With the proven success of the elementary program, the Make Movement Matter Physical Literacy Project launched this January in secondary schools. Teachers Donna Rinfret and Bianca Ferrajohn gave an overview of the new program, explaining that PL is important at the secondary level, especially with the quarter system where physical activity and brain breaks are needed.

## **3. BCSTA AGM**

*Carolyn Broady, Board Chair*

The Chair noted the BCSTA Annual General Meeting scheduled in April will take place virtually and is set to be a busy day as there are currently 37 motions on the table. Voting software will be used this year as opposed to in-person voting as done in the past. She suggested that anyone who has a motion to bring forward should do so soon, so the board can meet virtually to discuss the motion before the submission deadline.

# **H. COMMITTEE REPORTS**

## **1. Finance & Facilities Committee - February 09, 2021**

Committee Chair Stevenson reviewed the February 9th committee meeting, reporting there were no playground grant applications for the 2020/21 school year, therefore in December, there will now be two grant applications of \$10,000 each available. He explained the Provincial and Federal COVID-19 funding helped greatly to offset revenue losses from the reduced enrolment of the international and academies programs.

Secretary Treasurer Leiterman gave a brief review of the amended annual budget, noting that she currently estimates reserves on June 30 to increase to an estimated \$4m. A portion of

these reserves will be internally restricted at year end, to be spent in 2021/22 on costs deferred at this time due to COVID-19.

Committee Chair Stevenson read aloud the bylaw for the amended budget:

<b>#1530</b>	<b><u>MOTION</u> 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 2019/2020 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").</b>
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 2020/2021.
3.	The attached Statement 2 showing the estimated revenue and expense for the 2020/2021 fiscal year and the total budget bylaw amount of \$87,446,812 for the 2020/2021 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 2020/2021.
	READ A FIRST TIME THE 16 <sup>th</sup> DAY OF FEBRUARY, <u>2021</u> ;
	READ A SECOND TIME THE 16 <sup>th</sup> DAY OF FEBRUARY, <u>2021</u> ;
	READ A THIRD TIME, PASSED AND ADOPTED THE 16 <sup>th</sup> DAY OF FEBRUARY 2021.
	<b>Carried.</b>

<b>#1531</b>	<b><u>MOTION</u> THAT the minutes of the Finance and Facilities Committee meeting held February 9, 2021 be received.</b>
	<b><u>Carried.</u></b>

## **2. Audit Committee – February 10, 2021**

Committee Chair Donahue explained that the District's five-year contract with the auditing firm KPMG has concluded, and the District has gone to RFP as required for any services over \$75,000, in compliance with the guidelines of the Office of the Auditor General. Secretary Treasurer Leiterman, Assistant Secretary Treasurer Karen Johnson and Finance & Purchasing Manager Jason Brown reviewed the proposals to determine which firm will be awarded the contract. KPMG was determined to be the successful proponent.

**#1532 MOTION** THAT the firm KPM, pursuant to their successful RFP submission, be  
Appointed West Vancouver School's external auditors for a three-year  
Term, with two year's optional extension.

Carried.

## **I. CORRESPONDENCE**

A list of board correspondence is posted online.

## **J. TRUSTEE MEETINGS & EVENTS**

Alden Habacon Learning Session	MLA's Sturdy and Kirkpatrick Meeting
Audit Committee Meeting	Ministry Partner Liaison Meetings
BCPSEA AGM	Northshore Coho Society
BCSTA Metro Meeting	President's Committee Meeting
Board Chairs call with Minister Whiteside	Rockridge PAC presentation "Student Stress and Anxiety"
Board Self Review	Ridgeview PAC Meeting
Chamber Roundtable with MLA's Sturdy and Kirkpatrick	WVDPAC Meeting
Finance & Facilities Committee Meeting	WV Memorial Library Strategic Plan

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

*Renee Willock - WVTA President*

- commented that elementary teachers appreciate the posters that encourage mask wearing in classrooms which will help to build a mask culture

## **L. ADJOURNMENT**

**7:05 PM**

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BOARD CHAIR

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SECRETARY TREASURER