



MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION

West Vancouver School Board Office

Tuesday, September 27, 2022

5:30 pm

Present: C. Broady, Chair (On-line); S. Donahue, Vice Chair; L. Block, N. Brown, D. Stevenson, Trustees; C Kennedy, Superintendent of Schools; J. Leiterman, Secretary-Treasurer; S. Nosek, Associate Superintendent; I. Kennedy, Director of Instruction; L. Hill, Director of Instruction; Peter McGrath, Manager of Information Technology

Absent: K. Martin, Associate Superintendent; D. Nelson Director of Instruction; SL.Shortall, Director of Instruction; S. Mascoe, Director of Human Resources

- A.** The Chair called the meeting to order virtually, and then turned the meeting over to the Vice-Chair, Sheelah Donahue who continued in-person by recognizing 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

“Creating Opportunities for Reconciliation” - Westcot Elementary

Principal Cathie Ratz, Alex Anderson & Katie Ratz – Inglewood Secondary, Inglewood Students and Squamish artist Shalyn Hastie; Westcot students Parker Masters & Alex Van Dyk

Building on the prior knowledge of their school’s understanding of the origins of Orange Shirt Day, staff and students at Westcot were inspired to personalize and represent the concept of “Every Child Matters.” Intermediate student leaders formed a committee to investigate the fundamentals of belonging and inclusion. Through guided discussions, student leaders identified key questions and contributing factors that shape a feeling of belonging. Student leaders then presented and received feedback from their peers about the key symbols, values, and beliefs about creating a safe and welcoming school community. By honoring the process of creating their own Orange Shirt to represent how they interpret and understand “Every Child Belongs”, Squamish Nation student artist Shalyn Hastie from Inglewood Secondary shared her original design.

**“Spartans Welcome to Grade 8 – Building Connections and Community”
Sentinel Secondary School**

Principal Mike Finch, Vice Principal Kathy Grant, Vice Principal Shawn Anderson

Vice Principal Shawn Anderson shared his passion for helping students navigate the challenging transition from grade 7 to grade 8. Feedback from his 150-student focus-group identified that students didn’t have opportunities to build relationships and connections with their peers early in the school year. To address the issue, grade 8s engaged in a field trip, BBQ and sports day which provided team building activities and opportunities to meet other students and strengthen relationships and connections. Grade 8 Sentinel students spoke to the excitement of these activities and expressed their gratitude to the Sentinel team.

C. ADOPTION OF AGENDA

1633	<u>MOTION</u> THAT the Agenda of the Regular Meeting September 27, 2022, be adopted.
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Carried

D. QUESTION & COMMENT PERIOD (10 minutes)

In recognition of it being an election year, WVTA President Spencer Capier thanked the board members for their support and willingness to always listen and work together as a united team. He acknowledged an appreciation of their openness, and progressive and welcoming policies around inclusion, diversity, and equity. He thanked them for their service to the educational community and noted that he and the WVTA are looking forward to working with the next board of trustees to tackle important issues in education and upcoming community projects.

E. APPROVAL OF MINUTES

Regular Meeting June 14, 2022

General Record September 27, 2022

1634	<u>MOTION</u> THAT the Minutes of the Regular Meeting June 14, 2022, be approved.
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Carried.

1635	<u>MOTION</u> THAT the minutes of the General Record held September 27, 2022 , be approved.
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Carried

F. BUSINESS ARISING FROM THE MINUTES

G. BOARD BUSINESS

1. Superintendent’s Report

Chris Kennedy, Superintendent

Enrollment numbers will be finalized before the September 30th deadline. Enrolment is slightly up from this time last year.

French Immersion Review – Independent consultant Julie Pierce has been conducting this review. All focus groups have been surveyed and we are awaiting the first draft, hopefully back by fall.

Framework for Enhanced Student Learning – The report has been submitted and is on the website. As the board works through their strategic planning in early 2023, the goal is to align their work with FESL to ensure that they are connected.

Indigenous Education – As part of the new graduation requirement, all students in grade 10-12 will be required to complete an Indigenous focussed four-credit course. English First Peoples is now being offered to students with the hope that we may be able to offer additional opportunities and electives over time.

Physical Literacy – This work is ongoing with more of a focus this year on grade 4 – 7. Dr. Faulkner and his team continue with their research, and we hope to have a status report by spring.

Academies – Director of Instruction Diane Nelson will provide a full report this fall. She will be able to speak to the different academies and programs offered; enrolment numbers, and where our students are coming from to fill these spots.

Student and Family Affordability Fund – The ministry has provided this one-time fund in recognition of the current inflation challenges in the province and to help offset the cost to families of some school activities. The District Leadership Team is generating a list of potential expenditures and how best to use the money to make the greatest impact.

Early Learning and Childcare – The Ministry of Education and The Ministry of Childcare are now combined, and WVS has two schools participating in the Seamless Day programs: Hollyburn Elementary and Irwin Park Elementary. The government is now fully funding a district Vice Principal of Early Learning and Childcare to support this work at an administrative level. We also have 14 childcare programs working in partnership with all our elementary schools.

Other areas of importance: Reporting changes coming next year with the greatest shift in grade 8 & 9. Reporting will align with the K-7 reporting, so it will become K-9. No real changes mentioned for grades 10-12.

Early planning for next year's budget. Indicators are that next year's budget will be a more difficult budget. The board members along with the District Leadership Team will be working closely together in the early part of next year and will provide updates as they become available.

2. Summer Learning Report

Liz Hill, Director of Instruction; Kathy Grant, Principal Summer Learning; Debbie Tobin, Vice Principal Elementary for Pauline Johnson; Lindsay Morton, Vice Principal Elementary for Hollyburn

Kathy Grant, Principal of Summer Learning, shared highlights from the 2022 Summer Learning program, which was offered to both elementary and secondary students. Enrolment was just under 1,500. The Elementary program targets literacy and numeracy competencies where assessments are anecdotal, and the secondary program offers review and full-credit courses. A highlight was a Ukrainian refugee student who could barely speak English. Coming from a traumatic experience, she was welcomed by teachers and students who provided her with a safe learning environment.

On the Move – This is a newly instituted referral-based course offered through Summer Learning with the focus on functional living skills. Learning Support teachers helped to identify students that have “functional living skills” as goals on their IEP and then collaborated with families to offer the two or four-week course. Numeracy, physical health, building community safety skills, social awareness, and independence were key components in this course.

3. IT Roadmap Update /Seamless Day Update

Sean Nosek, Associate Superintendent; Peter McGrath, IT Manager

IT Manager Peter McGrath introduced his team and reviewed 3 of the 33 projects currently in the pipeline:

- 1) Network – various school sites have undergone a complete revamp of their networks, and the team continues to support network issues as they arise.
- 2) Technology and Device Refresh – old devices are unreliable and can pose security risks. The IT department is providing 350 new laptops to teaching staff. In addition to the new devices, the IT department maintains high school computer labs, office workstations, and over 700 iPads.
- 3) Cyber Security – Ransomware and cyber attacks are a high risk and 60% of organizations have been victims. The district has been working with a consultant to improve and harden email spam filtering so that a vast majority of phishing, junk and spam are blocked before staff get a chance to see them.

The IT department will be launching a security awareness campaign to evaluate staff awareness and then provide appropriate training to improve the skills required to identify possible false emails.

The IT department will be rolling out multifactor authentication systems to help block spam emails. IT will aim to meet with each department to identify areas where technology may bring about proficiencies to complete tasks.

H. COMMITTEE REPORTS

1. Finance + Facilities Committee Meeting – September 20, 2022

Student and Family Affordability Fund - The District Leadership Team is looking at ways to best to implement the funds to support our families and community

2021-2022 Financial Statements – where we landed – Secretary-Treasurer Leiterman noted that the district is in good financial shape. The rigorous upcoming budget process will reduce our reliance on international funds to balance budgets, and we will come out of this stronger than in the past

1636 <u>MOTION</u> THAT the Audited Financial Statements 2021/22 be approved and filed with the Ministry of Education.

Carried.

1637 <u>MOTION</u> THAT the internal restriction of reserves as presented in the June 30, 2022 Financial Statements, to balance the 2022/23 Preliminary Annual Budget and to finance the cost of ongoing IT upgrades, be approved.

Carried.

1638 <u>MOTION</u> THAT the minutes for the Finance and Facilities Committee meeting held September 20, 2022, be received.

Carried.

2. Audit Committee Meeting – September 21, 2022

Our external auditor, KPMG, reviewed our audited financial reports which included assessment and testing of our tangible capital assets and deferred capital revenue; a change in accounting policy regarding amortizations; expenses including salaries and benefits; school generated funds; revenue, deferred revenue, and unearned revenue; and accumulated operating surplus policy.

It was noted that there were no significant or unexpected findings in many of these areas of focus. On behalf of the board members, Vice Chair Donahue extended their gratitude to the KPMG team and Secretary-Treasurer Leiterman and her team for all their hard work.

1639 **MOTION** THAT the minutes of the Audit Committee meeting held September 21, 2022, be received.

Carried.

3. Human Resources Committee Meeting – September 27, 2022

Trustee Brown mentioned that Collective Bargaining for district support staff will soon begin. The Human Resources team has dates set in October for the bargaining meetings and they will release a report at the end of the process.

The Human Resources team continues to be innovative with their recruitment efforts, which have included hiring fairs, posts on social media, and various advertisements in the community – all producing high-quality candidates.

1640 **MOTION** THAT the minutes of the Human Resources Committee meeting held September 27, 2022, be received.

Carried.

I. FOR INFORMATION

AP 390 – Animals and Assistance Dogs in Schools and District Facilities

The new Administrative Procedure is now posted to the district website.

J. CORRESPONDENCE

A list of board correspondence is posted online.

K. TRUSTEE MEETINGS & EVENTS

Audit Committee Meeting BCSTA Metro Meeting Board Planning Day Coho Society Festival Finance and Facilities Committee Meeting Long Service Award Recipients' Breakfast Reception for Kay Meek's New Executive Director	School Traffic and Safety Committee Secondary School Graduations West Vancouver Civic Reception WV Opening Day and Long-Service Awards Year-End School Concerts & Sports Days Year End Leadership Event
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L. QUESTION & COMMENT PERIOD (10 Minutes)

Felicia Zhu, parent.

She appreciated the presentation on school enrolment numbers but wanted to clarify what it means when students attend our academies from out-of-district.

Superintendent Kennedy clarified that it means that a student is a full-time student in our district with an out-of-district address. It may be assumed that the student decided to attend a WVS because of an academy program.

Tanja Imhoff, DPAC Co-Chair

She wanted to know how many students in grades 10-11 attend Summer Learning to improve their grades versus getting ahead for the next school year.

Director of Instruction Liz Hill replied that there is a range of reasons why students choose to attend Summer Learning; taking one course in the summer allows a student to really focus on the one subject; it may free up some space in the upcoming year so that they can successfully juggle their course load; and it can ensure that they are meeting all graduation requirements

Maria Bird, DPAC Co-Chair

Inquired about Online learning for those students that may want to fast-forward through a course.

Superintendent Kennedy replied that WVS does not offer online learning, but rather offers some blended learning courses.

Maria also shared her appreciation for the “On the Move” course offered through Summer Learning. The support that students received directly supports families trying to balance work and life during the summer months. The opportunity for those students to maintain their life skills and independence through the summer is invaluable.

M. ADJOURN

7:25 pm

Julia Leiterman, Secretary Treasurer