



MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION
Tuesday, September 19, 2017 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; K. Martin, Acting Associate Superintendent of Schools; J. Leiterman, Secretary Treasurer; S. Nosek, Director of Instruction; L. Tomlinson, Director of Instruction; D. Nelson, Director of Instruction; A. Campbell, Acting Director of Instruction

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 territory of the Squamish Nation and said we look forward to continuing to work with the Nation to ensure student success. She noted that TEDxWestVancouverED is taking place at the Kay Meek Centre this Saturday and reminded everyone that admissions for the 2018-2019 school year begin online on Monday, October 16.

B. BOARD HIGHLIGHTS

"Westcot Keystones – BC Science Games 2017 Most Creative Team Gold Medal Winner" – Westcot Elementary

Principal Cathie Ratz and students Sahar, Faraz, Lucan, and Nathaniel

Principal Ratz introduced grade 4 students Sahar, Faraz, Lucan, and Nathaniel – the Westcot Keystones. These students participated as grade 3 students in the BC Science Games, held last March at Science World. The Science Games are designed to allow teams of students in grades 1-6, with an adult coach, to explore and demonstrate their scientific knowledge. Sahar explained that Mr. Thorpe was their coach and with support from parents, helped the students research and study for the event. Nathaniel said Mr. T. had them well-prepared to answer potential questions from judges and said they really enjoyed the event and were grateful for the opportunity. Lucan explained that they decided to make a diorama of the Capilano Watershed. That was the work-at-home part of the event, but they had to use what they had learned to participate in mystery events at Science World, too. They couldn't plan for those. Faraz said that he had learned so much while they created the diorama and had to do research on the features of the area. It was his first experience working as part of a team. Sahar agreed and said that they

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worked well together and learned a lot. She said it wasn't always easy, but in the end it was worth it. Lucan said they had to answer many questions about the local land forms and Faraz said he learned all about local geography.

Faraz's mother, Mina, said that when she learned about the Science Games, she thought it was a great opportunity and told Mr. Thorpe about it. She said she was very proud of the Westcot team, who were very prepared, enthusiastic, and good in front of the judges. It was also clear that their diorama and work was done by the kids themselves, without adult assistance. She said the team worked very well together toward a united goal during the mystery projects. She said that the team participated for the experience, not with the intention of winning, but that it was a great outcome. Mina concluded by saying that it is never enough to simply say thank you to Ms Ratz and Mr Thorpe and that the parents very much respect the environment created at Westcot.

"West Van Warriors - CSSHL" – WV Premier Academy Programs

Director of Instruction Diane Nelson, coaching staff, and player

Director Nelson announced that the new format for the hockey academy has been very successful and there are now three teams for the 2017-2018 school year, up from one last year, their first year in the CSSHL: Bantam Varsity (grades 8 and 9); E15s (grade 10); and Midget Prep (grades 11 and 12). She said she was very excited to welcome the players to Sentinel and the district, and said they have had a very positive opening to the season. Director Nelson briefly reviewed the coaching staff of Enio Sacilotto, Nathan Fischer, Yashar Farmanara, and Steve Marr, and then the players of the Bantam Varsity and E15 teams introduced themselves in turn. The Midget Prep team was not present, as they were playing in Chilliwack. Coach Nathan Fischer concluded by thanking Board Chair Carolyn Broady and Superintendent Chris Kennedy for their support, and said that strong education partners are the cornerstone of the hockey program, praising the local and educational communities in West Vancouver.

Before the formal portion of the meeting, the Chair introduced Acting Director of Instruction, Alex Campbell, and welcomed him to West Vancouver Schools. Mr. Campbell said that he is now in his fourth week in the district and it is a joy to be here. Though he retired in 2010, his 40 years in teaching and administration have made him passionate about public education and student leadership. He said he was particularly impressed by a recent visit to Rockridge and the interaction between Mr Harding and his leadership students. He concluded by saying that in BC, our greatest resource is our students. The Chair then introduced each trustee and said the board is looking forward to working with him over the next few months.

C. ADOPTION OF AGENDA

At the request of the Chair, it was agreed that Provincial Council Motions be added under Board Business as item G. 4.

#1310	<u>MOTION</u> THAT the Agenda of the Regular Meeting September 19, 2017 be adopted as amended.
	<u>Carried.</u>

D. QUESTION & COMMENT PERIOD (10 minutes)

No questions or comments from the gallery.

E. APPROVAL OF MINUTES

- Regular Meeting June 13, 2017

#1311	<u>MOTION</u> THAT the Minutes of the Regular Meeting June 13, 2017 be approved.	<u>Carried.</u>
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F. BUSINESS ARISING FROM THE MINUTES

No business arising.

G. BOARD BUSINESS

1. Superintendent's Report

Chris Kennedy, Superintendent

The Superintendent highlighted eight or nine topics of interest for the new school year:

Elementary Physical Literacy

The success of the physical literacy work last year has created great interest and momentum among teachers, and this year the focus will be on Kindergarten – grade 3. A pro-d session in late August was well attended and the work is closely linked to the self-regulation practices familiar in our district. Director of Instruction Diane Nelson, District Administrator Maureen Lee, and District Principal Sandra-Lynn Shortall are working closely together on the initiative. Teacher-mentors Amber Pascual and Erin Crawford are both under contract for the year and will provide classroom support with weekly lesson plans and after-school workshops. A pre-assessment of all primary students will be complete by the end of October, with a post-assessment conducted in April. There will be a formal report to the board at the May meeting.

Academy Programs

There are 12 academies running this year, with 14 programs (three in hockey.) Registration is strong overall, with many close to or at capacity. Robotics will have 23 teams competing this year, and Mahesh Chugani has joined the staff to support Todd Ablett, along with Keith Rispin. The Ignite Your Passion programs are also all fully subscribed: Grade 6/7 Big Bad Bot Builders; Grade 6/7 All Hands on Tech; and Grade 8 Great Bots of Fire.

Technology Updates

The district is currently refreshing teacher devices to replace aging machines. Old devices, if functional, are updated as much as possible and rolled out to TTOCs or to schools for student use. Those end-of-life devices are used for parts. It is expected that approximately 350 devices will be distributed over the next two years, with primary teachers moving to laptops from iPads. As well, the IT department is working on increasing modern digital hygiene, with all devices being encrypted, and improving district protection against malware, ransomware, and spam. They are also conducting disaster recovery assessment in the case of flood, fire, or power failure. The use of our digital platform is continuing to grow with programs like FreshGrade and GSuite. "Read & Write" (speech to text) has now been introduced to the Google environment. The next wave of engagement is likely to be virtual reality. Google Explorations offers 500 virtual field trips, accessed using a class set of VR viewers. It is intended that at least one school will have the system in their learning commons this year.

Coding in the Classroom

There is continued growth in coding and coding opportunities, driven in part by programs sponsored by The Learning Partnership, like Coding Quest for grade 6 and 7 students, and Coding Trek, focussed on teaching primary students basic coding techniques. Students have designed and showcased video games produced after their second year in Coding Quest, and held a public demonstration of the games at the West Vancouver Memorial Library. Todd Ablett from the robotics academy is visiting each elementary school to work with teachers and students on a robotics unit, which is expected to increase interest in coding and the robotics academy.

Grad Program

Full implementation of the grade 10-12 grad program curriculum is required for the 2018-2019 school year. The new grade 10 and 11 numeracy assessment is being launched this year, with some schools piloting other aspects of the new curriculum where appropriate. Once the new grad program is in place, Language Arts 10 will change from one full-year, four-credit course, to two half-year, two credit courses. There will be expanded offerings in Social Studies and Math, as well as English, and more details are expected regarding new courses for Careers 10 and 12.

Framework for Enhanced Student Learning

These three year school plans replace the old Accountability Contracts and provide criteria for development and support for school leaders, teachers, and PACs. School leaders are sharing with PACs and community and first year capstones have been very successful and have included strong student narratives and evidence for improvement. West Bay and Gleneagles are in their third year, and there are plans to share school capstones on the district website. West Vancouver Schools as a district must also have an FESL and will likely invite an external team to help challenge and frame our capstone.

Aboriginal Education

Our numbers for self-declared First Nations and Metis students have increased again this school year. The model for support has been adjusted, with Aboriginal Education Success teachers and Student Support services working more closely together to build connections and relationships with families and communities. We are also in the early stages of working towards a Protocol Agreement for Communication and Collaboration with the Squamish Nation Education Department and Chiefs and Council. The agreement will directly affect how our school programs connect with members of the Nation. Reconciliation continues to

be a priority goal as we work with the Nation to address the issue. Participation in events like Orange Shirt Day helps prompt discussion and raise awareness. Local PACs have asked for support from the District Ab Ed team and parent sessions will be held as they are requested. The West Vancouver Memorial Library has asked WVSD for assistance to heighten awareness and improve resources. The District Ab Ed team is having regular meetings with the library to help develop programs for them.

Self-Regulation and Executive Function – The Next Wave

The next phase of our self-regulation work deals with executive function, and WVSD has partnered with Coquitlam School District to hold four facilitated sessions. There will be two full-day workshops with Sarah Ward on pro-d days in September and October. The first is this Friday, with 430 attendees expected at the Gleneagles Clubhouse.

Self-Regulation in our classrooms

Extending the self-regulation work that has been done for the last several years, student workshops are now being offered for students in grades 5-7. They are designed for students who are interested in volunteering in primary classrooms to develop leadership skills and learn about the developing brain. The connection between learning spaces and self-regulation also continues to be explored. On September 26, a joint session with WVSD, DIRT construction, and Innovior interior design is being held to explore the potential redesign of learning environments and how to reshape the interiors of our schools. It is hoped that a session with trustees can be planned as well.

2. Enrollment Update

Kim Martin, Acting Associate Superintendent

The Acting Associate Superintendent reviewed preliminary enrollment numbers for the last few years, noting that nothing is final until September 29. Despite lower class sizes at primary, our regular enrollment headcount for 2017-2018 has increased by approximately 100 students. Across the district, a total of eight new primary divisions were created and are almost full. There has been a managed decrease in the number of fee-paying international students due mainly to limited homestay availability, but that decrease has been mitigated by an increase in fees. Academy and specialty programs continue to have strong numbers and ELL and Aboriginal Education numbers are anticipated to increase slightly as well. A complete report will be given at the October regular board meeting.

3. Classroom Enhancement

Kim Martin, Acting Associate Superintendent

The Acting Associate Superintendent reviewed the history of this funding stream, from the Learning Improvement Fund (LIF), to Priority Measures following the Supreme Court decision in November 2016, to the consolidated Classroom Enhancement Fund (CEF.) The CEF allows boards to staff their district to levels in the previous collective agreement language, taking into consideration class size, composition, and non-enrolling ratios, as well as providing capital funding to support the additional classrooms necessary to accommodate class size.

West Vancouver School District does not have any language in our collective agreement concerning composition, so we continue to use our School-Based Team (SBT) to decide staffing levels. Student Support Services now has a person dedicated to each family of

schools, and they have visited each school with the appropriate director of instruction and have met with principals to discuss needs and provide support where appropriate. As well, Dave Platt, district administrator of Student Support Services, will now attend labour management meetings once a month and will receive input from Rob Millard, president of the WVTA, to help with reported challenging classrooms, and will then determine what support looks like moving forward.

Non-enrolling ratios look different in every district, but West Vancouver is in compliance. When ELL numbers were determined in the 1990s, our demographic was different and our ELL numbers much lower. We now have higher numbers, but remain in compliance and our ratios are lower than many other districts.

We continue to actively recruit TTOCs, but our efforts have been hampered somewhat by the hiring process for teachers still taking place in other districts. We continue to attract good-quality applicants and it is hoped that things are more settled by the end of the month.

In regard to class size, we are in non-compliance at the primary level at two schools – Ecole Cedardale and Ecole Pauline Johnson. The seven classes in question are one or two students over in each, and the Acting Associate Superintendent and Mr Millard are working on communicating with those teachers to outline possible remedies. At the secondary level, schools are working hard to be in compliance by September 29, but it is anticipated that, as usual, there may one or two classes over 30. Such classes are typically senior-level calculus or sciences, and often drop to 30 by the end of first term.

4. Provincial Council

Carolyn Broady, Board Chair

The Board Chair noted that Provincial Council is at the end of October, and that the deadline for motions is this week. There was a general discussion regarding the air of uncertainty related to ongoing hiring and the new government. Some motions are anticipated from rural and smaller districts. While not yet confirmed, the hope is that both the Minister and Deputy Minister of Education will speak.

H. COMMITTEE REPORTS

1. Audit Committee Meeting - September 11, 2017

- KPMG review of 2016/17 audit and Financial Statements for the year ended June 30, 2017

Committee Chair Dorsman briefly reviewed the minutes and said that the committee was pleased with the thorough audit process and results.

#1312	<u>MOTION</u> THAT the Audited 2016-2017 Financial Statements be approved and filed with the Ministry of Education
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Carried.

The Chair thanked the Secretary Treasurer and her team for their hard work on the audit during the summer.

#1313	<u>MOTION</u> THAT the minutes of the Audit Committee meeting held September 11, 2017 be received.	<u>Carried.</u>
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2. Finance & Facilities Committee Meeting - September 12, 2017

- Provincial Budget Update
- Audited Financial Statements 2016-2017
- Updated on Capital Projects

Committee Chair Stevenson briefly reviewed the minutes and thanked the Secretary Treasurer for her excellent presentation reviewing the financial statements. He said the results were good news and we are doing extremely well, as evidenced most-tellingly by looking at our reserves. We initially had a budgeted structural deficit of \$600,000, but ultimately ended up with one of only \$70,000. As a result, we have \$2.2 million available in unrestricted reserves and are in a better position moving forward.

#1314	<u>MOTION</u> THAT the minutes of the Finance and Facilities Committee meeting held September 12, 2017 be received.	<u>Carried.</u>
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I. FOR INFORMATION

The Chair noted that changes have been made to administrative procedure AP 510 – Fiscal Management. The updated version has been posted on the public district website.

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

Trustee Brown highlighted last Sunday's Coho Festival and commended West Vancouver Vice Principals Jody Billingsley and Tricia Yurkowski, and teacher Jessica Hall, for continuing to encourage students to participate as volunteers. As well, she announced that the Coho Society has awarded the PJ Community Park a grant of \$12,000 over three years. The monies will help purchase resources for the library and support a 'scientist-in-residence', who will help train teachers.

Administrators' Year End Social ACCESS Graduation Audit Committee Meeting BCSTA Board of Directors' Meeting Canadian School Boards Association Congress Canadian School Boards Association National Gathering Childcare Services Working Group CSBA Congress Finance and Facilities Committee Meeting Innovation Team Celebration at Sentinel Joint Meeting with Kay Meek / Place for Sport / WV Community Foundation Meeting with Mayor Smith Meeting with MP Pam Goldsmith-Jones Metro Trustees' Luncheon Meeting	North Shore Coho Festival NSIIP Anti-Racism Event Rockridge Commencement Rockridge's Celebration: Tom Harding - Prime Minister's Award for Teaching Excellence School District Opening Day and Long Service Awards Sentinel Commencement Sentinel Grad Banquet STASC Meeting WVCF Conversation on Housing WV Official Community Plan – Community Meeting WV Memorial Library Summer Reading Club Medal Ceremony WVSS Commencement
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L. QUESTION & COMMENT PERIOD (10 Minutes)

Rob Millard – President, WVTA

- said that the government document regarding the Classroom Enhancement Fund showed that the monies allocated to West Vancouver equalled approximately 21.6 FTE teachers
- through the Chair, asked the Acting Associate Superintendent how close we are to having hired that many teachers, as he would like to pass that information on to his members.

The Acting Associate Superintendent replied that a definitive answer is somewhat difficult, as some current teachers added time to their assignments. She said that if just FTE were calculated, we will have overspent, but roughly, we have: eight new divisions, so eight new teachers; 15 FTE for LIF; and two non-enrolling teachers. The Chair said that there would be a follow-up next month under Board Business.

- asked if the WVTA could have recent data on class size and composition, and non-enrolling teachers, as they want to assess “best efforts”

The Chair replied that as Mr. Millard and the Acting Associate Superintendent have both signed a BCPSEA and BCTF “info sharing” document, the district will be transparent and share that information.

- said that he and his members are looking forward to the new teacher orientation, which has been broken into two sessions to accommodate numbers, which is exciting
- thanked the Chair for the follow-up meeting in June

The Chair thanked Mr Millard for his comments and said they would arrange another meeting soon.

M. ADJOURNMENT

9:00 pm

BOARD CHAIR

SECRETARY TREASURER