



**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION**  
**Tuesday, October 17, 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; D. Nelson, Director of Instruction; A. Campbell, Acting Director of Instruction

Absent: L. Tomlinson, Director of Instruction; 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. She said we very much value our relationship with the Nation and look forward to continuing to learn together as we move education forward.

**B. BOARD HIGHLIGHTS**

**"Vimy Reflections" – Sentinel Secondary**

*Principal Mike Finch, teacher D'Arcy Griffiths, and students Luke, Wyatt, Celine, Ella, Hasti, and Nona*

Principal Finch thanked the board for the opportunity to tell them about the experiences last April of 50 students from Sentinel who travelled to Europe to mark the 100<sup>th</sup> anniversary of the Battle of Vimy Ridge. He then introduced some of those students, and teacher D'Arcy Griffiths who accompanied them on their trip.

Luke explained to trustees that he had a personal connection to the battle because his great-grandfather fought at Vimy. He said he was struck by the conditions soldiers had to endure and the toll on the landscape that is still evident. It left him with a greater appreciation for his great-grandfather, soldiers, and Canada, all of which he could not have gained from reading a text book. Celine said the highlight of her trip was the visit to the Anne Frank House in Amsterdam.. Being able to see the layout of the house and the area brought the story to life for her. Celine was affected by the visit to Tyne Cot cemetery, the largest Commonwealth military cemetery in the world. Seeing the graves of 12,000 people, with 8,000 unknown, was an opportunity to learn history in a tangible way and she said it brought home the fact that so many of those buried were of similar age to her and her classmates. Hasti echoed those remarks, saying that while

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they had all heard about the war, the real magnitude of the loss is unrealized until you go to the battlefields and cemeteries. She spoke of the visit to Beaumont-Hamel Memorial, where so many Newfoundland soldiers lost their lives fighting in the Battle of the Somme. Going down into the trenches to understand the perspective of the soldiers, and seeing the metal, barbed wire and other effects of war on the landscape were striking. Wyatt noted that for him, it was special to travel with friends and classmates and was happy to be able to get to know his teachers outside the classroom. He said the opportunity to explore and share these meaningful experiences brought everyone closer together, and felt it gave him a sense of maturity and independence. Nona related that in among the heavy subject matter, there were moments of lightness, and told the story of a stranger playing John Lennon's Imagine on a piano in a London train station. She said it was a fitting song to end a trip during which they had learned about the realities of war and how it would be better to avoid such conflict altogether.

Mr Griffiths concluded by saying the trip really made him realize the true of value of the learning possible during such a journey. For years, he had been teaching students about these battles and the events during them, but could not truly understand the scale of them until he was there. He noted that many of the battlefields were really no bigger than a football field. The opportunity to visit cemeteries and museums like the ones at Passchendale and in Ypres itself was wonderful for him as a history teacher and allowed him to make his lessons real for students. He enjoyed introducing them to travel and independence, and hopes they felt inspired by meeting former students living and working in London. He said it was a marvellous experience and would love to do it again.

### C. ADOPTION OF AGENDA

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| #1317 | <b><u>MOTION</u> THAT the Agenda of the Regular Meeting October 17, 2017 be adopted.</b> | <b><u>Carried.</u></b> |
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### D. QUESTION & COMMENT PERIOD (10 minutes)

No questions or comments from the gallery.

### E. APPROVAL OF MINUTES

- Regular Meeting September 19, 2017

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| #1318 | <b><u>MOTION</u> THAT the Minutes of the Regular Meeting September 19, 2017 be approved.</b> | <b><u>Carried.</u></b> |
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- General Record October 17, 2017

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| #1319 | <b><u>MOTION</u> THAT the General Record of October 17, 2017 be approved.</b> | <b><u>Carried.</u></b> |
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## **F. BUSINESS ARISING FROM THE MINUTES**

The Chair asked for an update on classes over 30, and the Acting Associate Superintendent confirmed that she would be including that information as part of her presentation to follow.

## **G. BOARD BUSINESS**

### **1. Enrollment Report**

*Kim Martin, Acting Associate Superintendent*

The Acting Associate Superintendent presented the overall student enrollment figures as reported to the Ministry of Education on September 30, 2017. She called it a good news story, with regular enrollment up about 80 FTE over spring estimates and almost 1400 students coming from North Vancouver, continuing our trend as a destination district. There was a managed decrease of international students, based on homestay availability, but we continue to be a highly subscribed and popular program. Total headcount, including fee-paying international students, is 7,341.

Academies and specialty programs are strong across the board and French Immersion enrollment figures continue to be solid. There was a slight increase in French Immersion numbers at secondary, which will be monitored to see if it continues. The trend towards improved attrition rates is an interesting one. Special Education numbers continue to be stable at secondary, but there was an unanticipated increase at elementary. Most of the increase was in category D students – a broad category covering those students with physical disabilities or chronic impairments. Education Assistant time has been increased at Irwin Park and Westcot. There is an increase in the number of self-identifying Aboriginal students and this is the first year that Ab Ed numbers are higher in secondary than elementary. It is unclear at this time whether that is a result of additional movement or additional declarations. Director of Instruction Tomlinson will report to the board on Aboriginal Education later in the year. While ELL numbers were slightly lower than predicted, there was still an increase over last year.

### **2. Classroom Enhancement**

*Kim Martin, Acting Associate Superintendent*

The Acting Associate Superintendent reviewed the provincial Memorandum of Agreement, covering non-enrolling ratios, class size, and composition.

West Vancouver School District is fully compliant with regard to non-enrolling ratios in the following categories: teacher-librarians; counsellors; and learning assistance/special education resource teachers/ELL combined. The latter three categories no longer reflect service delivery to students, so under the agreement, ratios for each may be combined to meet required levels.

The board was reminded that the restored collective agreement language sets class size limits of 20 for Kindergarten and 22 for grades 1-3. As of September 30, despite best efforts

being made to meet those limits, WVSD is non-compliant in seven primary classes – three grade 1/2 combined at Ecole Cedardale and four at Ecole Pauline Johnson (two grade 2 and one grade 3 with 24 students, and one grade 3 class with 23.) Under the MOA, each of those classroom teachers is entitled to a remedy. Remedies may include additional prep time, additional non-enrolling classroom support, additional enrolling staff, or other appropriate arrangements as agreed upon by local parties. The remedy will be provided monthly, even if only a portion of that month is non-compliant. At secondary, there is no class size limit in the collective agreement, but WVSD makes every effort to keep classes to 30, as stipulated by the School Act. There are currently two classes over 30 – both Calculus 12 classes at WVSS. It is anticipated those numbers will drop as the term progresses. The remedy for those teachers is now the same as elementary.

The collective agreement does not contain any language regarding composition but we continue to use our School-Based Team (SBT) system to decide staffing levels. Recently, three new early learning positions were announced, to help support challenging primary classrooms. As well, after meetings to review unique needs at each school between administrators, designated Family of Schools special education administrators, and directors of instruction, today additional EA support was announced for eight different schools across the district.

Our preliminary allocation of monies from the Classroom Enhancement Fund (CEF) is \$2 million or 21.6 FTE. West Vancouver has already overspent and the next expenditure will be the remedy for non-compliant classes. We will report all spending to the Ministry and will be funded after that report is filed.

### **3. Summer Learning Overview**

*Alex Campbell, Acting Director of Instruction*

The Acting Director of Instruction provided a brief recap of what he called another successful summer learning program, which once again ran at three sites: two elementary at Irwin Park and Hollyburn; and one secondary at WVSS. Enrollment numbers for the last three years were reviewed, with 2014 being the exception, as the program was cancelled that year due to job action. In 2017, we had a total of 1131 funded students (494 secondary and 637 elementary). That represents a slight increase in numbers at secondary, and a slight decrease at elementary, but overall enrollment is stable. There were 10 fewer fee-paying international students this year, with a total of 90. A debriefing meeting was held in September and when the real planning begins after Christmas, there will be some fine tuning of elementary programming combinations and locations. The addition of a grade 7 – grade 8 transition course is being considered, similar to ones offered in other metro districts.

### **4. Provincial Council**

*Pieter Dorsman, Trustee*

Trustee Dorsman reported that he will attend next week's Provincial Council as the representative trustee for West Vancouver, and that Chair Broady will attend in her role as a member of the BCSTA Board of Directors. He said that there was not much of substance expected going into the meeting, but that there was a sense of anticipation for the afternoon meeting with the new Minister and Deputy Minister of Education. During that

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meeting, trustees expect to hear more about the new government's plan for public education and hope to start to build relationships for the next two years.

## H. COMMITTEE REPORTS

### 1. Human Resources Committee Meeting – October 3, 2017

- Enrollment 2017-2018
- Classroom Enhancement Fund
- Recruitment
- Health & Safety / WorkSafe BC
- Wellness
- Professional Development (WVMEA)
- WVMEA benefit changes

Committee Chair Brown briefly reviewed the minutes and said she was impressed by the concerted effort by administrators, HR etc. to welcome new teachers to the district. She also highlighted the staff flu shot clinic this Friday. All staff, including TTOCs, is invited.

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| <b>#1320</b> | <b><u>MOTION</u> THAT the minutes of the Human Resources Committee meeting held on October 3, 2017 be received.</b> |
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**Carried.**

### 2. Finance & Facilities Committee Meeting - October 10, 2017

- Copier Renewal
- VOIP update
- Preparing for winter
- Facilities Summer Project Review

Committee Chair Stevenson briefly reviewed the minutes and noted the preparations made for winter, including salting logistics and the purchase of snow blowers for each site. He then highlighted the facilities summer project review and said he is always impressed by the passion of the Director of Facilities for his staff and their sense of ownership of our buildings and their efforts to make them the best they can be for our students, staff, and community. Trustee Stevenson said that it is not only the teaching staff in West Vancouver who do a wonderful job, and he wanted to give recognition to facilities as well.

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| <b>#1321</b> | <b><u>MOTION</u> THAT the minutes of the Finance and Facilities Committee meeting held October 10, 2017 be received.</b> |
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**Carried.**

**I. CORRESPONDENCE**

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

**J. TRUSTEE MEETINGS & EVENTS**

The Chair noted the new art in the board room and publically thanked Sentinel staff and teachers for their beautiful work. She also highlighted the opening of The Foundry North Shore, the new consolidated youth health and social services facility for North and West Vancouver youth, located in Lower Lonsdale. She said it is an amazing facility and wonderful to see that, after a long time coming, there is finally a ‘one stop shop’ for youth and their families.

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| BCSTA Metro Meeting                      | Presidents’ Committee Meeting            |
| Coho Society Meeting                     | The Child Care Working Group             |
| Finance and Facilities Committee Meeting | WV Chamber of Commerce Breakfast Meeting |
| The Foundry Opening                      | WV DPAC “Meet and Greet”                 |
| Human Resources Committee Meeting        | WV DPAC Monthly Meeting                  |
| Liaison Meeting with the WV Police Board | WV DPAC Welcoming Luncheon               |
| Metro ELL Committee                      |  |

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

*Renee Willock – Rockridge teacher and Vice President, WVTA*

- said she had received the data regarding class size and composition and was not surprised as she said she lives it every day as a teacher at Rockridge
- said there are 79 classes at Rockridge and WVSS with four or more designated students, and some at Rockridge with seven or eight students per class
- no EA support unless low-incidence
- said with many classes maxed out at 30 and cases of half-time teachers having to implement and manage 14 IEPs, the supports need to be there
- said the data backed up what she and others have been experiencing and re-emphasized the importance of having supports in place

The Chair thanked Mrs Willock for her comments and said that class composition was an ongoing dialogue. She asked that the Acting Associate Superintendent check with Rockridge regarding IEP implementation.

*Rob Millard – President, WVTA*

- said that there is a lot of data to look at in the 1701, but that it is mostly good news
- the extra EA support announced today was also good news
- acknowledged that getting feedback is taking time, but that the dialogue is working and much appreciated
- said he wanted to make a comment, rather than a concern, regarding assignment of extra EA time at secondary – each school got .5 for EAs, but was wondering if it was possible to tweak that allotment based on circumstance and need, rather than just “cookie cutter” across the board
- reiterated how much the dialogue is appreciated

The Chair thanked Mr Millard for his comments and concluded the meeting by thanking new DPAC Chair Danielle Katerberg for hosting the recent DPAC welcome coffee.

**L. ADJOURNMENT**

**8:06 pm**

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BOARD CHAIR

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SECRETARY TREASURER