

ADMINISTRATIVE MEMORANDUM

Meeting Place:

Education Services Centre
2121 Lonsdale Avenue
Mountain View Room – 5th Floor
North Vancouver, British Columbia

Format and Date:

PUBLIC BOARD MEETING
Tuesday, June 18, 2024 at
6:30 pm

		Estimated Completion Time
A.	Call to Order	
A.1.	Acknowledgments	6:30 pm
A.2.	Approval of Agenda (that the agenda, as recommended in the Administrative Memorandum, be adopted.)	6:30 pm
A.3.	Approval of Minutes (that the minutes of the Public Meeting of May 21, 2024 be approved as circulated)	6:35 pm
A.4.	Public Questions/Comments *	6:45 pm
A.5.	Educational Presentation: Capstone Project	6:55 pm
B.	Action Items	
B.1.	Board Committees and Trustee Representational Assignments	7:10 pm
B.2.	Five-Year Capital Plan 2025/26	7:25 pm
B.3.	Proposed Revised Policy 613: Sustainability	7:35 pm
C.	Information and Proposals	
C.1.	Update: Digital Devices in Schools	7:50 pm
C.2.	Evaluation of Superintendent	8:00 pm
C.3.	Committee Reports – Written Update <ul style="list-style-type: none"> • Capital Planning Committee • Emergency Preparedness Committee 	8:05 pm
C.4.	Land Management – Written Update	8:10 pm

* Additional Community Presentations or Delegations are welcomed with advanced notice - see [Policy 104: Board of Education - Meetings](#) and its [Administrative Procedures](#).



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PUBLIC BOARD MEETING
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	Estimated Completion Time
C.5. Superintendent's Report	8:25 pm
C.6. Report Out – British Columbia School Trustees Association and BC Public School Employers' Association	8:30 pm
C.7. Trustees' Reports/Highlights	8:40 pm
D. Future Meetings	8:45 pm
E. Public Question & Comment Period	8:50 pm
F. Adjournment	8:50 pm

Note: The completion times on this agenda are estimates intended to assist the Board in its deliberations.

School District No. 44 (North Vancouver)

Minutes of the Public Meeting of the Board of Education, School District No. 44 (North Vancouver) held in the Mountain View Room of the Education Services Centre at 2121 Lonsdale Avenue in North Vancouver, British Columbia, on Tuesday, May 21, 2024.

PRESENT: A. Wilson, Vice Chair
D. Anderson
K. Mann
G. Tsiakos
L. Tumaneng

REGRETS: L. Munro, Chair
C. Gerlach

A. Call to Order

In the absence of Board Chair Munro, Vice Chair Antje Wilson called the meeting to order at 6:30 p.m.

A.1. Acknowledgments

Vice Chair Wilson acknowledged the traditional territorial lands of the Sk̓wx̓wú7mesh (Squamish) Nation and sə̓lilwətaʔ (Tsleil-Waututh) Nation.

A.2. Approval of Agenda

Moved by D. Anderson

that the agenda, as recommended in the Administrative Memorandum, be adopted.

Seconded by K. Mann

Carried

A.3. Approval of Minutes

Moved by D. Anderson

that the minutes of the public meeting of April 16, 2024, be approved as amended, to note that Trustee Gerlach left the meeting after item C.7.

Seconded by G. Tsiakos

Carried

A.4. Public Questions/Comments

No public questions or comments were received.

B.1. Capital Plan Bylaw No. 2024/25-CPSD44-02

Secretary Treasurer Jacqui Stewart introduced Michael Chapman, Acting Director, Facilities and Planning, to present this item. The Ministry of Education and Child Care amended the Capital Plan Response Letter concerning the 2024/25 Annual Five-Year Capital Plan submission of June 2023. Capital Plan Bylaw (CPSD44-01) was approved at the April Public Board meeting and the list of approved capital projects has been amended to include approval of four prefabricated classrooms at Westview Elementary School.

Moved by D. Anderson

that School District No. 44 (North Vancouver) Capital Bylaw No. 2024/25-CPSD44-02 be read a first time;

Seconded by K. Mann

Carried

Moved by K. Mann

that School District No. 44 (North Vancouver) Capital Bylaw No. 2024/25-CPSD44-02 be read a second time;

Seconded by G. Tsiakos

Carried

The Board unanimously agreed to proceed to a third reading of the bylaw.

Moved by L. Tumaneng

that School District No. 44 (North Vancouver) Capital Bylaw No. 2024/25-CPSD44-02 be read a third time, passed, and adopted.

Seconded by G. Tsiakos

Carried

B.2. School District No. 44 (North Vancouver) Annual Budget Bylaw for Fiscal Year 2024/25

In accordance with the *School Act*, boards of education must adopt its budget bylaw on or before June 30 for the next fiscal year. Superintendent Dr. Pius Ryan introduced this agenda item and welcomed Assistant Superintendents Chris Atkinson and Arlene Martin, Executive Director of Human Resources Scott Stanley, and Director of Financial Services Helena Drury.

The presenters provided an overview of the budget development process and the preliminary planning assumptions, highlighting student enrolment projections, revenues, staffing, salaries and benefits. The presentation included specific impacts to the Board's Strategic Plan Goals for 2021-2031. Input received during the consultation was considered in the development of the 2024/25 preliminary budget.

Trustee Daniel Anderson, Chair of the Audit Committee provided comments concerning the deliberations at the recent Audit Committee meeting.

The presenters provided clarification and responded to Trustees' questions.

First Motion

Moved by K. Mann

That the board of education restrict use of \$2,072,966 from the accumulated operating surplus for the 2024/25 preliminary budget

Seconded by G. Tsiakos

Carried

Second Motion – Bylaw Approval

Moved by G. Tsiakos

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2024/25 be read a first time;

Seconded by D. Anderson

Carried

Moved by L. Tumaneng

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2024/25 be read a second time;

Seconded by K. Mann

Carried

The Board unanimously agreed to proceed to a third reading of the bylaw.

Moved by D. Anderson

that School District No. 44 (North Vancouver) Annual Budget Bylaw for fiscal year 2024/25 be read a third time, passed and adopted.

Seconded by L. Tumaneng

Carried

B.3. Trustee Stipend for Fiscal Year 2024/25

Secretary Treasurer Stewart highlighted requirements from the *School Act* and Policy 107: Board of Education: Trustee Stipend, Resources and Expenses specific to Trustee Stipends. The board

was asked to consider a proposed increase of 4.3% for Trustee Stipends, based on the annual change in the Vancouver CPI, effective July 1, 2024.

Secretary Treasurer Stewart responded to questions.

Moved by A. Wilson

that the Board adopt Trustee Stipends for the Chair at \$33,506; the Vice Chair at \$31,815; and Trustee at \$30,911 effective July 1, 2024.

Seconded by K. Mann

Carried

Motion adopted by four votes in favour and one vote against.

A short break was observed.

C.1. School Fees for 2024/25

Dr. Pius Ryan, Superintendent, introduced Assistant Superintendent Atkinson to present this item. Assistant Superintendent Atkinson provided an overview of the school fees and consultation with the school community.

Assistant Superintendent Atkinson responded to questions.

C.2. Committee Reports – Written Update

Written updates on the Audit Committee, the Joint Job Evaluation Committee, the Occupational Health and Safety Committee and the Safe and Healthy Schools Committee were included in the Board Agenda Package, no questions were asked.

C.3. Land Management – Written Update

A written update on current land management projects was included in the Board Agenda Package, no questions were asked.

C.4. Standing Committee Meeting, Tuesday, May 7, 2024

Trustee Tumaneng reported on the meeting that discussed Artificial Intelligence in Education.

C.5. Superintendent's Report

Dr. Ryan, Superintendent provided an update on events, initiatives, and programming across the school district. The update focused on the theme of Connection, Community and Curiosity.

Dr. Ryan responded to Trustees' questions.

C.6. Report Out – British Columbia School Trustees Association and BC Public School Employers' Association

Trustee Anderson provided an update on the BC School Trustee's Association AGM. No update was provided on the BC Public School Employers' Association.

C.7. Trustees' Reports/Highlights

Trustees shared their recent highlights, for activities from April 17, 2024 to May 21, 2024 with an emphasis on their roles as school liaisons.

Meetings attended by Trustees included:

- Public Board Meeting
- Standing Committee Meeting

- Trustee Seminar
- Audit Committee Meeting
- Inclusion Committee Meeting
- Dinner Meeting with Mayor and Council of the City of North Vancouver
- BCSTA Conference
- BCSTA Metro Branch AGM and General Meeting
- City of North Vancouver 2024 Youth Awards
- District of North Vancouver 2024 Youth Awards

Events attended by Trustees included:

- Battle of the Books at Braemar Elementary School and the Education Services Centre
- Career Fair at Handsworth Secondary School
- Community Initiatives Event at Carson Graham Secondary School
- Grade 7 IB Exhibition at Queen Mary Elementary School
- Mock Crash Event at Argyle Secondary School
- Moose Hide Campaign Awareness Event at Handsworth Secondary School
- Open House at Cheakamus Centre
- Parent Advisory Council Meetings at Argyle Secondary, Handsworth Secondary and Mountainside Secondary
- Safety Blitz's at Dorothy Lynas Elementary and Upper Lynn Elementary Schools
- School planning events at Argyle, Carson Graham and Windsor Families of Schools
- School visits to Argyle Secondary, Blueridge Elementary, Capilano Elementary, Carisbrooke Elementary, Lynn Valley Elementary, Norgate Elementary and Seymour Heights Elementary Schools
- Science Fair at Braemar Elementary School
- Student's Short Film Festival at Argyle Secondary School

D. Future Meetings

Date and Time	Event	Location
Tuesday, June 18, 2024 at 6:30 p.m.	Public Board Meeting	Education Services Centre 2121 Lonsdale Ave North Vancouver

E. Public Question and Comment Period

The Chair called for questions and/or comments from the public noting that in accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session. No questions or comments were brought forward.

F. Adjournment

The established agenda being completed, Vice Chair Wilson adjourned the meeting at 8:40 p.m. and thanked those who attended.

Certified Correct:

 Jacqui Stewart
 Secretary Treasurer

 Linda Munro
 Chair, Board of Education

 Date

 Date

Schedule A.4
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Public Questions/Comments**

Narration:

Prior to the Public Board Meeting, members of the public can provide comments on items related to the agenda by emailing publiccomments@sd44.ca or calling 604-998-5100 and leaving a voice mail by no later than 1 p.m. on the day of the meeting. All input received by the specified time will be shared with Trustees electronically. The Board Chair will read out comments during the Public Questions/Comments at the beginning of the meeting; however, this agenda item has a time limit of 10 minutes.

The Board of Education will not respond to comments made during the Public Questions/Comments but may direct questions to staff. Members of the public wishing to discuss their concerns with Trustees or staff may contact them before and/or after the meeting, by telephone or e-mail.

Schedule A.5
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Educational Presentation – Capstone Project**

Narration:

The Capstone Presentation stands as a pivotal project and milestone for every Grade 12 student. This rigorous project is not only a requirement for Career Life Connections (CLC) 12 but provides an opportunity for students to showcase their personal learning journey and engage in reflective celebrations with the audience.

Jeremy Church, Director of Instruction, will offer a brief overview of Capstone projects. Additionally, Grade 12 students from Carson Graham Secondary will share their experiences with the Capstone projects providing valuable insights into challenges and rewards.

Schedule ...B.1...
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Board Committees and Trustee Representational Assignments**

Narration:

In accordance with [Policy 102: Board of Education - Committees and Representation](#), the Board of Education shall review annually all Trustee representational assignments. Subject to approval of the Board of Education, the Board Chair may appoint Trustees to represent the perspective of the Board to external organizations or agencies.

At an earlier meeting, Trustees were requested to review their preferences for assignments, based on their interest and willingness to assume the responsibilities attached to the assignment(s), and forward to the Board Chair for consideration. These appointments are effective in September 2024, for the start of the new school year.

The list of assignments and appointments, as attached, are presented to the Board of Education for approval at this meeting.

Attachment:
Trustee Assignments

RECOMMENDED MOTION:

that the Board approve the Chair's appointments of Trustees as attached to this Administrative Memorandum of June 18, 2024, and make the appointments effective September 3, 2024.

TRUSTEE ASSIGNMENTS

	Number of Trustees	New appointment effective September 2024
PROVINCIAL		
British Columbia Public School Employers' Association	1 + Alt (Elected)	To be reviewed at November 2024 Public Board Meeting
British Columbia School Trustees Association	1 + Alt (Elected)	
MUNICIPAL / LOCAL		
CNV Advisory Planning Commission	1	Lailani Tumaneng
CNV Integrated Transportation Committee	1	Daniel Anderson
CNV Civic Youth Awards, Youth Grants and Centennial Scholarships Committee	1	Antje Wilson
DNV North Shore Standing Committee on Substance Use	1	Kulvir Mann
North Shore Table Matters Network	2	Lailani Tumaneng and Kulvir Mann
Vcr Coastal Health - North Shore Local Governance Liaison Committee	1	Board Chair
SCHOOL DISTRICT / INTERNAL		
Board Chair	Elected	To be reviewed at November 2024 Public Board Meeting
Board Vice Chair	Elected	
Chair, Standing Committee (monthly responsibility)		Rotation of Trustees
Audit Committee	3	Antje Wilson, Kulvir Mann and Daniel Anderson
Arts Education Advisory Committee	1	Lailani Tumaneng
Artists for Kids Management Committee	1	George Tsiakos
Capital Planning Committee	1	Daniel Anderson
Capital Project Core Committee - Cloverley Neighborhood	1	Daniel Anderson
Communications Committee	1	Antje Wilson
Education Weeks Planning Committee	2	Linda Munro and Kulvir Mann
Emergency Preparedness Committee	2	Cyndi Gerlach and Lailani Tumaneng
French Immersion Advisory Committee	1	Linda Munro
Inclusion Committee	2	George Tsiakos and Antje Wilson
Policy Review Committee	2	Antje Wilson and Linda Munro
Safe and Healthy Schools Committee	1	Cyndi Gerlach
School Calendar Committee	2	George Tsiakos and Kulvir Mann
Sustainability Committee	2	Cyndi Gerlach and Lailani Tumaneng
PARTNER LIAISON ASSIGNMENTS		
District Student Leadership Council Liaison	2	Lailani Tumaneng and Kulvir Mann
North Vancouver Parent Advisory Council Liaison	1	George Tsiakos
Indigenous Education Council	1	Board Chair
Presidents' Council	1	Board Chair
SCHOOL DISTRICT RECRUITMENT ASSIGNMENTS		
Screening and Selection of Assistant Superintendent & Directors	1	Board Chair
Screening and Selection of Principals	1 + Alt	Antje Wilson; Alternate George Tsiakos
Screening and Selection of Vice Principals	1 + Alt	Kulvir Mann; Alternate Daniel Anderson
TRUSTEE LIAISON ASSIGNMENTS		
Argyle (Boundary, Lynn Valley, Ross Road, Upper Lynn)		George Tsiakos
Carson Graham (Larson, Queen Mary, Westview)		Antje Wilson
Handsworth (Canyon Heights, Cleveland, Highlands, Montroyal)		Cyndi Gerlach
Mountainside (Online Learning, Braemar, Capilano, Carisbrooke, Norgate)		Lailani Tumaneng
Seycove (Cove Cliff, Dorothy Lynas, Sherwood Park)		Linda Munro
Sutherland (Brooksbank, Eastview, Queensbury, Ridgeway)		Dan Anderson
Windsor (Blueridge, Lynnmour, Seymour Heights)		Kulvir Mann

Schedule B.2
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Five-Year Capital Plan 2025/26**

Narration:

Each year, boards of education are required to submit a Five-Year Capital Plan identifying both major and minor capital funding priorities required for their school districts. In late March 2024, the Ministry of Education and Child Care issued instructions identifying the funding programs and requirements for the preparation and submission of the 2024/25 Five-Year Capital Plan. The deadline for the Major Capital Programs is June 30, 2024. The submission for the Minor Capital Program is due September 30, 2024 and will be presented to the Board at the September Public Board meeting.

The staggered deadlines are intended to provide the Ministry with input required to initiate planning for the next budget cycle, while enabling school districts additional time and flexibility to plan over the summer. School districts may wish to provide Major and Minor Capital submissions by the June 30, 2024 deadline.

School districts are required to have a current Long Range Facilities Plan (LRFP) to support major capital priorities identified in the Five-Year Capital Plan. The LRFP is to incorporate consideration of demographic changes, enrolment patterns, residential developments planned in the community, facility condition, and capacity utilization.

A consultant was engaged to assist with updating ten-year enrolment projections and emerging priorities for the LRFP. These priorities were used to highlight major capital project requests.

The major capital funding programs require projects to be prioritized over a five-year budget horizon. The requests follow the eligibility for each of the major capital programs outlined below.

School Addition/Expansion Projects

Priorities based on LRFP and enrolment projections.

Demolition Program

This funding is primarily for rural school districts; however, the school district has submitted a request with the hope it might be funded.

New School Program

New school proposed based on long range enrolment projection. This request would be subject to securing a new site.

Replacement/Renovation Projects

Priorities based on a combination of facility condition with consideration to future enrolment.

Seismic Program

Requests to updated schools based on Ministry seismic risk assessment.

Site Acquisition Program

A funding request to support the acquisition of future elementary school.

The submissions on the attached summary have been prioritized based on the current LRFP and enrolment projections.

Michael Chapman, Acting Director, Facilities and Planning, will provide an overview of the 2024/25 Five-Year Capital Plan for the consideration by the Board of Education.

Attachments:

Major Capital Plan Submission Summary
Five-Year Major Capital Plan 2024/25 Resolution

RECOMMENDED MOTION:

that the Board approve the Five-Year Major Capital Plan Resolutions as attached to Schedule B.2. of June 18, 2024.

Submission Summary

Submission Summary:	Major 2025/2026 2024-06-30 MAIN - K12 & CC Integrated
Submission Type:	Capital Plan
School District:	North Vancouver (SD44)
Open Date:	2024-04-08
Close Date:	2024-06-30
Submission Status:	Draft

Submission Category	Sum Total Project Cost
Addition	\$106,463,866
Demolition	\$2,500,000
Seismic	\$40,143,125
New School	\$52,808,969
Replacement/Renovation	\$112,785,958
Site Acquisition	\$77,400,000
Total	\$392,101,918

ADDITION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	157985	Lynnmour Elementary School	Addition	Expand capacity from 20K/250E to 60K/450E (+224 Operating Capacity)	\$19,576,055
2	150025	Carson Graham Secondary	Addition	Expand capacity from 1,100 to 1,400 (+300 Operating Capacity)	\$28,875,454
3	150104	Queensbury Elementary	Addition	Expand capacity from 20K/250E to 60K/400E (+178 Operating Capacity)	\$13,059,211
4	152974	Larson Elementary	Addition	Expand capacity from 40K/375E to 60K/475E (+112 Operating Capacity)	\$10,602,511
5	150063	Highlands Elementary	Addition	Expand capacity from 40K/350E to 40K/450E (+93 Operating Capacity)	\$9,865,618
6	162925	Sutherland Secondary	Addition	Expand capacity from 950 to 1,150 (+200 Operating Capacity)	\$24,485,017
Submission Category Total:					\$106,463,866
DEMOLITION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	162948	William Lucas Centre	Partial Demolition	Partial demolition of the West and South blocks of the building.	\$2,500,000
Submission Category Total:					\$2,500,000
NEW SCHOOL					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	150202	New CNV School	New (School)	New 60K/400E capacity K-7 Elementary school on new site.	\$52,808,969
Submission Category Total:					\$52,808,969

Submission Summary

REPLACEMENT/RENOVATION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	150287	Ross Road Elementary	Full Replacement (Replace/Reno)	Replace and expand capacity from 40K/425E to 60K/475E (+66 Operating Capacity).	\$55,855,841
2	150290	Seymour Heights Elementary	Full Replacement (Replace/Reno)	Replace and expand capacity from 20K/250E to 60K/525E school (+315 Operating Capacity).	\$56,930,117
Submission Category Total:					\$112,785,958
SEISMIC					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	162983	Lynnmour Elementary School	Upgrade	Seismic upgrade of the school. This Project request is connected with an expansion project request 157985 and both projects will need to be delivered as a singular project.	\$40,143,125
Submission Category Total:					\$40,143,125
SITE ACQUISITION					
SD Category Rank	Project Number	Facility/Site	Project Type	Project Description	Total Project Cost
1	150531	New CNV School Site	Site Acquisition	Acquisition of new site that can accommodate a 60K/400E capacity school.	\$77,400,000
Submission Category Total:					\$77,400,000

In accordance with provisions under section 142 (4) of the *School Act*, the Board of Education of School District No. 44 (*North Vancouver*) hereby approves the proposed Five-Year Capital Plan (Major Capital Programs) for 2025/26, as provided on the Five-Year Capital Plan Summary for 2025/26 submitted to the Ministry of Education and Child Care.

I hereby certify this to be a true copy of the resolution for the approval of the proposed Five-Year Capital Plan (Major Capital Programs) for 2025/26 adopted by the Board of Education, on this the 18th day of June 2024.

Secretary Treasurer Signature

Secretary Treasurer Name

Schedule .B.3..
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Proposed Revised Policy 613: Sustainability**

Narration:

The North Vancouver School District Board of Education is committed to leading on sustainable practices and nature-based learning to address environmental challenges. The Board also recognizes the importance of taking a broad view of sustainability that includes environmental, economic, and social considerations.

The existing Policy 613: Sustainability was adopted in March 2011 and has not been updated since. In response to a deeper understanding of what sustainability means to the organization, the policy was updated in collaboration with both the 2022/23 and 2023/24 Sustainability Committee and has been presented to the Policy Review Committee.

Luke Smeaton, Manager of Sustainability, Energy, and Environmental Planning will provide an overview of changes to the Proposed Revised Policy 613.

Attachment:

- Proposed Revised Policy 613: Sustainability

RECOMMENDED MOTION:

that the Board approve Proposed Revised Policy 613: Sustainability, as attached to this Administrative Memorandum of June 18, 2024.

613 Sustainability

Adopted March 29, 2011

Revised DRAFT VERSION: June 18, 2024

Policy

The North Vancouver School District is committed to a sustainable future for students, the community, and the planet. We take a holistic view of sustainability that includes economic, environmental, and social considerations.

We strive to demonstrate leadership by providing the highest standard of education in environmental stewardship through programs, practices and facilities that inspire students and staff to be responsible citizens.

We embrace the following tenets of sustainability and will work collaboratively to accelerate progress by sharing knowledge and building upon the efforts of others.

Sustainability Education: We will provide opportunities for students to learn about environmental stewardship, climate action, social responsibility, and economic sustainability.

Environmental Impact Reduction: We will strive to reduce our environmental impact by conserving energy and water, minimizing waste, and reducing greenhouse gas emissions.

Sustainable Facilities: We will develop, operate, and maintain facilities in a manner that minimizes our ecological footprint and anticipates changing environmental, social, and economic conditions.

Sustainable Procurement: We will embrace ethically, socially, and environmentally responsible business practices while obtaining the best value for expenditures on goods and services.

Supporting Community Initiatives: We will support local sustainability initiatives by partnering with organizations that are committed to promoting sustainability in the community. We will encourage sustainable practices and lifestyles among our staff, students, and community.

Ecosystem Preservation: We will respect and protect local ecosystems and support biodiversity through responsible stewardship.

Monitoring, Reporting, and Continual Improvement: We will regularly monitor our performance, communicate progress towards our goals, and embrace opportunities to improve.

Schedule C.1
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Update: Digital Devices in Schools**

Narration:

On January 26, 2024, the provincial government announced three important actions to keep young people safe from online threats: restricting personal digital devices in schools, launching services to remove images from the internet and pursue predators, and holding social media companies accountable.

District Principal, Safe and Healthy Schools, Suzette Dohm will provide an update on initiatives underway in the school district to keep students safe in this area. These include amendments to Codes of Conduct and steps that NVSD has undertaken this spring to support students, classroom teachers, administrators, and families in moving towards a shared understanding of the restrictions that will surround digital devices in our schools for the 2024-2025 school year.

Schedule C.2
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Evaluation of Superintendent**

Narration:

In accordance with Policy 602: Superintendent of Schools, the Superintendent of Schools is the chief administrative and executive officer of the Board of Education, accountable for carrying out its objectives and management policies and for giving leadership in educational administration and instructional programming.

The contract of employment between the Board and the Superintendent of Schools, Dr. Pius Ryan, requires that the Board review his performance and related compensation.

Board Chair Munro will provide a verbal update.

Schedule C.3
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Committee Reports - Written Update**

Narration:

Updates on the Board of Education's Committees will be provided in writing at each of the monthly Public Board Meetings for information.

Attachments:

Capital Planning Committee
Emergency Preparedness Committee

Capital Planning Committee Meeting – June 2024

The North Vancouver School District Capital Planning Committee was established to provide information about the Ministry of Education and Child Care's capital planning process and established priorities with representatives from across the school district and external municipal planners. The Committee provides opportunities for input into the need and identification of priority projects for consideration by the Board of Education, assists in identifying capital projects with potential for joint initiative and shared funding opportunities.

The Committee is a District Representative Committee comprised of representatives from all education partners. In attendance at the June 2024 Committee meeting was:

- Committee Chair: Mike Chapman, Acting Director of Facilities and Planning
- Trustee Representative for the North Vancouver Board of Education: George Tsiakos
- Canadian Union of Public Employees: Tony Volpe, President Local 389
- District Student Leadership Council: Zeyus Spenta
- North Vancouver Administrators' Association: Tina Parker, District Vice Principal, and Randy Holman, Principal, Queensbury elementary
- City of North Vancouver Representative: Sean Galloway, Director, Planning and Development
- District of North Vancouver Representative: Dan Milburn, General Manager, Planning, Properties and Permits
- North Vancouver Recreation and Culture Commission Representative: Christine Walker, Manager, Recreation Services

The primary purpose of the June meeting was to provide an update on the Ministry's response to the prior year's major capital plan submissions. The discussion included a review of current enrolment projections and emerging capacity and utilization of schools. This information is foundational to reviewing the capital priorities that will inform the Five-Year Capital Plan submission due June 30, 2024.

The next Capital Planning Committee Meeting will be scheduled in early September of 2024. The agenda will review the minor capital priorities for the upcoming capital plan submission due to the Ministry by September 30, 2024.

Emergency Preparedness Committee – June 2024

Establishing and maintaining safe learning environments for all students and employees is a priority of the North Vancouver Board of Education. The purpose of the Emergency Preparedness Committee is to:

- Provide advice on emergency planning issues referred to the Committee for further examination.
- Monitor aspects of ongoing emergency preparedness planning, particularly relating to schools' effectiveness to be prepared and respond to various emergencies, and, if necessary, make recommendations.

The Committee is comprised of representatives from education partners including:

- Committee Chair, Nelson Dow, Occupational Health and Safety Manager
- Emergency Preparedness Consultant: Jocelyn Hewson
- Communications: Alex Yallouz, Communications Manager
- North Vancouver Administrators' Association Representatives: Adam Stokes, Carla Orr and Paul Ruben
- North Vancouver Teachers' Association Representative: David Murton
- North Vancouver Parent Advisory Council: George Dusenberry
- Canadian Union of Public Employees: not available to attend

The Emergency Preparedness Committee had not met prior to an April 2024 meeting. With the absence of a Committee Chair at the start of the school year, work was needed to re-establish the committee. This included soliciting members, establishing an operating framework, and reviewing the committee's role. Once formed, the committee agreed to conduct meetings on a monthly basis to expedite our work.

Committee Highlights:

- Purchase and delivery of emergency water supplies to all school sites, including 2x125ml pouches for quick deployment and 18L water jugs.
- Addressed the planned purchase and delivery of emergency storage C-Cans to three school sites (Argyle, Norgate, and Queen Mary) identified through inspections conducted in 2023.
- Lessons learned for C-Can storage shared with schools via a Helpful Storage Tips document.
- Website update: Parents' Guide to Emergency Preparedness and an FAQ on the Student Release Drill.
- Increased frequency of Student Release Drills, with resources available in the Emergency Response Plan.
- Fire Drills procedures refined, and the Incident Command System resources provided upon request.
- Discussion on future PAC funding for emergency equipment once the current focus on water and C-Cans is fulfilled.

Future Plans:

- Discussed priorities such as AEDs, Grab and Go Kits, food, and Light Urban Search and Rescue training.
- Establishment of communication procedures for the Committee.

The collaborative efforts the committee aims to continuously improve the emergency response capabilities of our schools. The proactive measures and strategic planning discussed in recent meetings highlight our dedication to achieving these goals.

Schedule C.4
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Land Management - Written Update**

Narration:

Updates on the Board of Education's Land Management will be provided in writing at each of the monthly Public Board Meetings for information.

Attachment:

Land Management Update – June 2024

Land Management Update – June 18, 2024

Argyle Secondary School

- Way finding signage for the field washrooms is being updated by District of North Vancouver.

Carson Graham Secondary School – Heat Pump Renewal

- Project tender closed and the project has been awarded. Installation planned for summer 2024.
- Summer school will be hosted at Argyle Secondary School.

Cheakamus Centre's Environmental Learning Centre – Envelope Rehabilitation

- Contractor to complete final key hardware deficiency in June.
- Roof deficiency – leak being addressed under new roof warranty.

ChildCareBC New Spaces Fund – No changes

- Funds have been approved for childcare spaces and before and after school care at the new Cloverley Elementary School.
- Montroyal Elementary School before and after care space renovation nearing completion. Program operator has been identified.

Cloverley Elementary School

- Demolition is 100% complete. Final waste removal and site grading is in progress. Work completion anticipated for mid-June 2024.
- Construction documents have been issued to Quantity Surveyor for pretender estimate on May 17, 2024.
- Building permit application submitted March 15, 2024 and review underway by City of North Vancouver.
- Project to be tendered in June 2024 with construction start anticipated for August 2024.

Handsworth Secondary School – Seismic Replacement

- Additional drainage measures are currently in progress, anticipated completion by end of June
- Additional top soil dressing and seeding will proceed in late June.

Lucas Centre

- No change. Request to the Ministry in the 2024/25 Capital Plan not approved.

Lynn Valley Elementary School - Expansion Project

- Tender has closed and bids are currently being evaluated.
- Removal of existing playground equipment at southeast will commence in late June. Re-installation (and improvements) to commence at north side of the school in early July 2024.
- Building permit application review is nearing completion.
- Construction is scheduled to commence by end of June 2024.

Mountainside Secondary School – Seismic Upgrade – No changes

- Block 1B roof is complete.
- Sports field available for practice, further seasonal repairs planned for spring/summer 2024.

Portables

- Portables have been ordered for next school year to address increased enrolments in the Carson Graham and Sutherland families of schools. Portables anticipated to arrive in early to mid-July.
- Planning underway for site servicing and building permit applications.

Westview Elementary School – Modular Classroom Addition

- Work underway to expand capacity with four modular classrooms for Fall 2025.

School Enhancement Projects

- Seycove Secondary School – Woodshop Dust Collection System – final deficiencies being resolved.
- Windsor Secondary School – Envelope Project
 - Application for Building Permit has been submitted to District of North Vancouver
 - Construction documentation is nearing completion and request for General Contractors will be posted on BC Bid during the next few weeks. Work will commence this summer

Schedule C.5
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Superintendent's Report**

Narration:

The Superintendent will provide an oral report on items of interest or concern to the Board of Education not otherwise covered in the agenda.

Schedule C.6
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Report Out – British Columbia School Trustees Association and BC Public School Employers’ Association**

Narration:

Trustees will provide an update on information related to British Columbia School Trustees Association and BC Public School Employers’ Association.

**Schedule ...C.7....
of the
Administrative Memorandum**

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Trustees' Reports/Highlights**

Narration:

The Board Chair will call for highlights from Trustees on their activities on behalf of the Board of Education.

Schedule D
of the
Administrative Memorandum

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Future Meetings**

Narration:

The schedule of Board Meetings for 2024/25 has been established as follows:

Month	Board Meeting
2024	
September	Tuesday, September 17 – Standing Committee: Framework for Enhancing Student Learning Tuesday, September 24 – Public Board Meeting
October	Tuesday, October 1 – Standing Committee: Mental Health and Well-Being Tuesday, October 22 – Public Board Meeting
November	Tuesday, November 12 – Standing Committee: Truth, Healing and Reconciliation Tuesday, November 19 – Public Board Meeting
December	Tuesday, December 17 – Public Board Meeting
2025	
January	Tuesday, January 21 – Public Board Meeting
February	Tuesday, February 4 – Standing Committee: Budget Development Tuesday, February 25 – Public Board Meeting
March	Tuesday, March 4 – Standing Committee: Budget Development Tuesday, March 11 – Public Board Meeting (placeholder if needed)
April	Tuesday, April 15 – Public Board Meeting
May	Tuesday, May 6 – Standing Committee: Topic to be determined Tuesday, May 20 – Public Board Meeting
June	Tuesday, June 17 – Public Board Meeting

**ScheduleE.....
of the
Administrative Memorandum**

Meeting Date: June 18, 2024 **Board** **Board, in camera**

Topic (as per the Memorandum): **Public Question & Comment Period**

Narration:

At the end of the Public Board Meeting, members of the public attending the meeting have an opportunity to obtain clarification concerning the meeting's proceedings. Those who are attending virtually can email publiccomments@sd44.ca or call 604-998-5100 and leave a voicemail. Questions and comments will be accepted until one hour after the adjournment of the meeting. Questions and comments submitted by email or phone will be circulated to the Board of Education.

The Board of Education can respond to comments, or ask staff to respond to comments, made during the Public Question & Comment Period.

In accordance with Board policy, questions relating to personnel, negotiations or litigation must not be dealt with in a public session.

During the Public Question and Comment Period at the end of the meeting, speakers may not speak disrespectfully of any Board Member, staff member or any other person and must not use offensive words or gestures.