

BOARD MEETING

Monday, October 26, 2020
at 7:00 pm

AGENDA**1. CALL MEETING TO ORDER****1.1 INDIGENOUS LAND ACKNOWLEDGEMENT**

The meeting is being held on the traditional unceded territory of the Musqueam, Squamish and Tsleil-Waututh Nations.

1.2 OPENING REMARKS

The meeting is being live-streamed and the audio and visual recording will also be available to the public for viewing after the meeting. The footage of the meeting may be viewed inside and outside of Canada.

2. ADOPTION OF MINUTES

2.1 Meeting of September 28, 2020

2.2 Matters Arising from the Minutes

3. SUPERINTENDENT'S UPDATE**4. STUDENT TRUSTEE**

4.1 Student Trustee Report

5. COMMITTEE REPORTS**5.1 POLICY AND GOVERNANCE COMMITTEE**

5.1.1 Report: Meeting of October 14, 2020

5.1.2 Matters Arising

5.1.2.1 Amendment to a Previously Adopted Motion from June 22, 2020 regarding the School Liaison Officer Program Review

That as part of the Racism and Discrimination Strategic Plan the role of VPD/RCMP in schools, including School Liaison Officers (SLOs) and related activities and events, be reviewed, led by independent third party experts.

1. With respect to gathering input, those would be experts in communications and consultation and be informed that the review's primary focus is to seek input from VSB stakeholders, local First Nations and community members/groups, including but not limited to:

- *Students/Vancouver District Student Council (VDSC)*
- *Parents/Vancouver District Parent Advisory Council (DPAC)*
- *Employee groups*
- *VSB Diversity Committee*
- *Black community groups such as but not limited to Black Lives Matter Vancouver and BC Community Alliance*
- *Urban Indigenous groups*
- *Vancouver Police Department (VPD)/Royal Canadian Mounted Police (RCMP)*

That students/VDSC are included in developing the plan to seek input from students.

That specific measures and procedures will be in place to ensure that all participants providing input have a safe setting in which to share their experiences and opinions.

2. *With respect to the following matters those would be experts in their fields:*

That the review include investigating the creation and funding of a restorative justice model/process for acts of racism

That the review make recommendations on (1) the VPD/RCMP role, and (2) the continuation/alteration/elimination of the SLO positions, for the board to consider.

3. *And that there be an initial staff report back to the February 2021 Policy and Governance committee meeting.*

Original approved motion from June 22, 2020

The Vancouver Board of Education resolves:

- a) That as part of the Racism and Discrimination Strategic Plan the role of VPD/RCMP in schools, including School Liaison Officers (SLOs) and related activities and events, be reviewed, led by independent third-party experts.
- b) That the review seek input from VSB stakeholders, local First Nations and community members/groups:
 - Students/Vancouver District Student Council (VDSC)
 - Parents/Vancouver District Parent Advisory Council (DPAC)
 - Employee groups
 - VSB Diversity Committee
 - Black community groups such as but not limited to Black Lives Matter Vancouver and BC Community Alliance
 - Urban Indigenous groups
 - Vancouver Police Department (VPD)/Royal Canadian Mounted Police (RCMP)
- c) That students/VDSC are included in developing the plan to seek input from students.
- d) That specific measures and procedures will be in place to ensure that all participants providing input have a safe setting in which to share their experiences and opinions.
- e) That the review include investigating the creation and funding of a restorative justice model/process for acts of racism.
- f) That the review make recommendations on (1) the VPD/RCMP role, and (2) the continuation/alteration/elimination of the SLO positions, for the board to consider.
- g) And that there be an initial staff report back to the first fall Policy and Governance committee meeting.

5.1.3 New Business / Enquiries

5.2 FACILITIES PLANNING COMMITTEE

5.2.1 Report: Meeting of October 21, 2020

5.2.2 Matters Arising

5.2.2.1 Long Range Facilities Planning Strategy 2020-2030

That the Board of Education approve the Long-Range Facilities Planning Strategy 2020-2030 document presented at the October 21, 2020 meeting of the Facilities Planning Committee, now revised, but that the final Long-Range Facilities Planning Strategy 2020-2030 be subject to changes made by Trustees prior to the adoption of the Long Range Facilities Plan in January 2021.

5.2.3 New Business / Enquiries

5.3 PERSONNEL COMMITTEE

5.3.1 Report: Meeting of October 21, 2020

5.3.2 Matters Arising

5.3.2.1 Anti-Racism Training

That the Vancouver Board of Education engages independent experts to design and deliver anti-racism training for all educators with a focus on anti-Black, anti-Indigenous, and anti-Asian racism.

And that this training be at least one full day of training, including reference child rights, VSB policies and procedures on discrimination, hate, racism, SOGI, and incident reporting and response.

And that this training be mandatory for all employee groups and trustees in the 2020-2021 school year with a follow-up in the same year to obtain feedback and make needed changes.

5.3.3 New Business / Enquiries

(The on-line link for submitting questions to this meeting will now be closed)

6. REPORT ON PRIVATE SESSIONS

6.1 Meeting of October 5, 2020

6.2 Meeting of October 7, 2020

6.3 Meeting of October 26, 2020

7. REPORTS FROM TRUSTEE REPRESENTATIVES

7.1 Reports from Trustee Cho on the:

7.1.1 District Parents Advisory Council (DPAC) meeting held on October 8, 2020

7.1.2 Britannia Community Services Board meeting held on October 14, 2020

7.2 Report from Trustee Wong on the VSB Diversity Committee meeting held on October 7, 2020

7.3 Reports from Trustee Fraser on the:

7.3.1 Seniors' Advisory Committee meeting held on October 2, 2020

7.3.2 Vancouver City Planning Commission meeting held on October 14, 2020

7.4 Reports from Trustee Gonzalez on the:

7.4.1 Vancouver Heritage Commission meetings held on September 14 and October 5, 2020

7.4.2 Renters' Advisory Committee meeting held on September 23, 2020

7.4.3 Vancouver Food Policy Committee meeting held on September 12, 2020

7.5 Report from Trustee Chan-Pedley on the Transportation Advisory Committee meeting held on September 30, 2020

8. NEW BUSINESS

9. NOTICES OF MOTION

9.1 Notice of Motion from Trustees Hanson and Cho – Proposed Amendments to Policies 3, 5 and 8

9.2 Notice of Motion from Trustee Wong – Olympic Village Elementary School

9.3 Notice of Motion from Trustee Fraser – COVID Funding

9.4 Notice of Motion from Trustee Parrott - In Support of ʂxʷwəqʷəθət Crosstown Elementary

9.5 Notice of Motion from Trustees Parrott, Wong and Cho – Strathcona School Grounds

10. PUBLIC QUESTION PERIOD

11. ADJOURNMENT

BOARD MEETING

Monday, September 28, 2020 at 7:00 pm

The Board of Education of School District No. 39 (Vancouver) met in room 114 (the Boardroom), VSB Education Centre, 1580 West Broadway, Vancouver, B.C. and online in Teams on Monday, September 28, 2020 at 7:00 pm. The meeting was live-streamed.

Trustees Present in the room: Janet Fraser, Chairperson, Carmen Cho, Vice-Chairperson, Fraser Ballantyne, Lois Chan-Pedley, Estrellita Gonzalez, Oliver Hanson, Barb Parrott, Allan Wong, Ricky Huang, Student Trustee

Trustees Present in Teams Jennifer Reddy

Senior Management Present in the Room: Suzanne Hoffman, Superintendent
J. David Green, Secretary Treasurer
David Nelson, Deputy Superintendent
Carmen Batista, Associate Superintendent-Employee Services

Senior Management Present in Teams: Pedro da Silva, Associate Superintendent-Learning and Information Technology
Jody Langlois, Associate Superintendent-Learning Services
Rob Schindel, Associate Superintendent-School Services

Also Present: Shehzad Somji, Assistant Secretary Treasurer
Marlene Phillips, Executive Assistant (Recorder)

1. CALL MEETING TO ORDER

1.1 Indigenous Land Acknowledgement

The Chairperson called the meeting to order and acknowledged that the meeting is being held on the traditional unceded territory of the Musqueam, Squamish and Tsleil-Waututh Nations. She acknowledged September 30, 2020 as Orange Shirt day. This day is a time to remember and reflect on the harmful impacts of residential schools on Indigenous families and communities.

1.2 Opening Remarks

The Chairperson informed everyone the meeting is being live-streamed and the audio and visual recording will also be available to the public for viewing after the meeting. The footage of the meeting may be viewed inside and outside of Canada. She reviewed meeting decorum for respectful behavior.

2. SWEARING IN CEREMONY OF STUDENT TRUSTEE

The Secretary Treasurer administered the Student Trustee's Declaration of Office to Ricky Huang.

The Student Trustee left the meeting after his declaration, due to exams the following day.

3. ADOPTION OF MINUTES

3.1 Meeting of June 22, 2020

In reviewing the minutes of June 22, 2020, the Chairperson requested a correction on page 13.

Moved by B. Parrott, seconded by C. Cho, that the minutes of the June 22, 2020 meeting be adopted, as corrected.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the

motion was

APPROVED UNANIMOUSLY

3.2 Matters Arising from the Minutes of June 22, 2020

3.2.1 School Liaison Officer Review

The Chairperson requested an update from the Superintendent on the School Liaison Officer review. The Superintendent reported a Request for Proposals (RFP) was placed on the B.C. bid website. The RFP closed on September 28, 2020 at 11:00 a.m.

3.3 Meeting of August 19, 2020

Moved by F. Ballantyne, seconded by A. Wong, that the minutes of the August 19, 2020 meeting be adopted.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

3.4 Matters Arising from the Minutes of August 19, 2020

3.4.1 Ventilation and Outdoor Learning Space

In response to a question from Trustee Reddy, the Secretary Treasurer provided a verbal update on updating ventilation systems and the replacement of air filters in schools.

The Superintendent reported the Board and stakeholders have indicated that outdoor learning is a priority. Once feedback has been received from schools, indicating what outdoor learning support is required, it will be considered in the allocation of the federal grant funding.

4. SUPERINTENDENT'S UPDATE

The Superintendent provided a PowerPoint presentation entitled *Superintendent's COVID-19 Update*. Her presentation included information on the COVID-19 work underway as well as an update on enrolment numbers.

In response to a question from Trustee Reddy, the Secretary Treasurer noted the 1701 report on student enrolment is due to be submitted to the Ministry of Education on October 9, 2020.

5. COMMITTEE REPORTS

5.1 FACILITIES PLANNING COMMITTEE

5.1.1 Report: Meeting of September 23, 2020

The Chairperson of the Committee, A. Wong, presented the report of the September 23, 2020 meeting, a copy of which is filed with these minutes. The report includes information on the following:

- Building for Modern Learning – Phase 2 Public Engagement
- Henry Hudson Elementary Seismic Replacement – Public Information Session
- Summer Projects Update 2020
- 2019 Draft Long Range Facilities Plan – Update Process and Timeline
- Standards Pertaining to Building Accessibility
- Henry Hudson Elementary – Offer to Lease the 3rd floor for Childcare Facility

In considering the report of September 23, 2020, the Board Chairperson requested a correction to

page 2.

Moved by A. Wong, seconded by O. Hanson, that the report of the September 23, 2020 meeting be received, as corrected.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

5.1.2 Matters Arising from the Meeting of September 23, 2020

5.1.2.1 2019 Draft Long Range Facilities Update Process and Timeline

The Secretary Treasurer displayed a slide entitled *Table 6 – Roadmap – Timeline and Workplan*, a copy of which is on file with the agenda. In reviewing the timeline, he reported the date of the January 2021 Facilities Planning Committee meeting has been changed from January 20 to January 13, 2021.

Moved by A. Wong, seconded by C. Cho, that the Vancouver Board of Education approve the updated process and timeline for the 2019 Draft Long Range Facilities Plan.

CARRIED

For: F. Ballantyne, L. Chan-Pedley, C. Cho, J. Fraser, E. Gonzalez, O. Hanson, B. Parrott, A. Wong

Against: J. Reddy

5.1.2.1.1 Amendment to the Long Range Facilities Plan Timeline

Trustee Reddy presented the following motion to further amend the LRFP timeline.

Moved by J. Reddy, seconded by B. Parrott, that the Vancouver Board of Education directs staff to revise the Long Range Facilities Plan timeline to complete the draft Long Range Facilities Plan by December 14th, 2020 and at that time, make the LRFP available to stakeholder groups including the general public (via the VSB's website) and collect comments/feedback for Trustees' consideration before Board discussion and recommendation on January 25th, 2021.

During discussion, the Secretary Treasurer provided clarification on the timeline process.

Trustees voted on the motion.

DEFEATED

For: J. Reddy

Against: F. Ballantyne, L. Chan-Pedley, C. Cho, J. Fraser, E. Gonzalez, O. Hanson, B. Parrott, A. Wong

5.1.2.1.2 Long Range Facilities Plan Trustee Participation

Trustee Reddy presented the following motion and requested it be considered at the meeting as an urgent motion. The Chairperson agreed it could be considered at the meeting.

Moved by J. Reddy, seconded by B. Parrott, trustees may, in their individual discretion, attend as observers, all stakeholder workshops and other meetings with the

community.

Amendment

Moved by L. Chan-Pedley, seconded by A. Wong, to add the words “as per current practice” at the beginning of the motion.

Following discussion, trustees voted on the amendment.

CARRIED UNANIMOUSLY

Main Motion

Trustees voted on the amended main motion that now reads:

As per current practice, trustees may, in their individual discretion, attend as observers, all stakeholder workshops and other meetings with the community.

CARRIED UNANIMOUSLY

5.1.2.2 Standards Pertaining to Building Accessibility

Moved by A. Wong, seconded by C. Cho, that the Board adopt and implement written standards regarding accessibility of existing and future infrastructure that lie within the authority of the District.

Following discussion, trustees voted on the motion.

CARRIED UNANIMOUSLY

5.1.2.3 Henry Hudson Elementary – Offer to Lease the 3rd floor for Childcare Facility

5.1.2.3.1

Moved by A. Wong, seconded by O. Hanson, that the Board of Education of School District No. 39 (Vancouver) approve by bylaw, subject to Ministry approval, the proposed lease of the 3rd floor of Hendry Hudson Elementary School by the City of Vancouver for the purpose of operating a childcare centre (the “Henry Hudson Elementary Childcare Lease Bylaw 2020”) on the terms set out in Attachment A; and

That the Board of Education of School District No. 39 (Vancouver) Henry Hudson Elementary Childcare Lease Bylaw 2020 be read a first time the 28th day of September 2020.

CARRIED UNANIMOUSLY

5.1.2.3.2

Moved by A. Wong, seconded by C. Cho, that the Board of Education of School District No. 39 (Vancouver) Henry Hudson Elementary Childcare Lease Bylaw 2020 be read a second time the 28th day of September 2020.

CARRIED UNANIMOUSLY

5.1.2.3.3

Moved by A. Wong, seconded by F. Ballantyne, that the Board of Education of

School District No. 39 (Vancouver) approves having all three readings of the Henry Hudson Elementary Childcare Lease Bylaw 2020 the 28th day of September 2020.

CARRIED UNANIMOUSLY

5.1.2.3.4

Moved by A. Wong, seconded by E. Gonzalez, that the Board of Education of School District No. 39 (Vancouver) Henry Hudson Elementary Childcare Lease Bylaw 2020 be read a third time the 28th day of September 2020.

That the Board direct staff to seek Ministry approval of the Lease, and upon receipt of approval,

That the Secretary-Treasurer be and is hereby authorized, on behalf of the Board, to execute and deliver an Offer to Lease and all related documents required to complete the lease of the Premises to the Tenant pursuant to the terms of the Offer to Lease.

CARRIED UNANIMOUSLY

Trustee Wong requested the trustee liaison for the City of Vancouver (COV) Joint Childcare Council provide a report to the Joint Childcare Council on the approved motions for the Henry Hudson Elementary Childcare Lease Bylaw. Trustee Hanson reported he is now the Vice-Chair of the COV Joint Childcare Council and confirmed he will let them know this information.

5.2 STUDENT LEARNING & WELL-BEING COMMITTEE

5.2.1 Report: Meeting of September 23, 2020

The Chairperson of the Committee, J. Reddy, presented the report of the September 23, 2020 meeting, a copy of which is filed with these minutes. The report includes a COVID-19 update on wellness and mental health.

Moved by J. Reddy, seconded by B. Parrott, that the report of the September 23, 2020 meeting be received.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

5.3 FINANCE COMMITTEE

5.3.1 Report: Meeting of September 16, 2020

The Chairperson of the Committee, O. Hanson, presented the report of the September 16, 2020 meeting, a copy of which is filed with these minutes. The report includes information on:

- 2019-2020 Audited Financial Statements
- Budget Update – International Student Program
- Return to School Grants – Provincial and Federal
- Financial Statement Discussion and Analysis

Moved by O. Hanson, seconded by E. Gonzalez, that the report of the September 16, 2020 meeting be received.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

5.4 AUDIT COMMITTEE

5.4.1 Meeting of September 16, 2020

The Chairperson of the Committee, B. Parrott, presented the report of the September 16, 2020 meeting, a copy of which is filed with these minutes. The report includes information on:

- Enterprise Risk Management Project
- Request for Proposals for Audit Services
- 2019-2020 Audited Financial Statements

Moved by B. Parrott, seconded by L. Chan-Pedley, that the report of the September 16, 2020 meeting be received.

The Chairperson asked if there were any trustees not in support of the motion. There being none, the motion was

APPROVED UNANIMOUSLY

5.4.2 Matters Arising from the meeting of September 16, 2020

5.4.2.1 Request for Proposals for Audit Services

Moved by B. Parrott, seconded by A. Wong, that the Board of Education conduct a Request for Proposals process for a new auditor to begin conducting the audit of the Financial Statements of the District for the 2020-2021 fiscal year.

Trustees voted on the motion.

CARRIED UNANIMOUSLY

5.4.2.2 2019-2020 Audited Financial Statements

Moved by B. Parrott, seconded by L. Chan-Pedley, that the Board of Education of School District No. 39 (Vancouver) approve the 2019-2020 Audited Financial Statements and requests staff to submit them to the Ministry of Education.

Trustees voted on the motion.

CARRIED UNANIMOUSLY

The Chairperson announced the on-line link for submitting questions to this meeting will now be closed.

6. REPORT ON PRIVATE SESSION ITEMS

6.1 Meeting of June 29, 2020

The Chairperson reported that the Board of Education authorized the Board Chair to report to the Public Meeting on September 28, 2020 that, at the Private Session of June 29, 2020 the Board discussed matters related to legal matters, properties, and business interests.

6.2 Meeting of August 31, 2020

The Chairperson reported that the Board authorized the Board Chair to report to the Public Meeting

that, at the Private Session of Monday, August 31, 2020 the Board discussed matters related to legal issues, personnel, properties and business interests.

6.3 Meeting of September 9, 2020

The Chairperson reported that the Board authorized the Board Chair to report to the September 28, 2020 Public Meeting that, at the Private Session of Wednesday, September 9, 2020 the Board discussed matters related to properties and legal issues.

6.4 Meeting of September 21, 2020

The Chairperson reported that the Board of Education authorized the Board Chair to report to the September 28, 2020 Public Meeting that, at the Private Session of Monday, September 21, 2020 the Board discussed a personnel matter.

6.5 Meeting of September 28, 2020

The Chairperson reported that the Board authorized the Board Chair to report to the September 28, 2020 Public Meeting that, at the Private Session of September 28, 2020, the Board discussed matters related to legal matters, personnel, properties, and business interests.

7. REPORTS FROM TRUSTEE REPRESENTATIVES

7.1 Reports from Trustee Cho on the Britannia Community Services Board meeting held on August 12, 2020 and the District Parents' Advisory Council meeting held on September 2, 2020.

7.2 Reports from Trustee Wong on the City of Vancouver Racial and Ethno-Cultural Equity Advisory Committee meeting held on July 16, 2020 and the Chinatown Historic Planning Committee meeting held on September 10, 2020.

7.3 Report from Trustee Fraser on the:

- Urban Indigenous Peoples' Advisory Committee (UIPAC) meetings held on July 6 and September 14, 2020;
- Vancouver City Planning Commission meetings held on July 15 and September 9, 2020;
- Seniors' Advisory Committee meeting held on September 4, 2020.

7.4 Reports from Trustee Gonzalez on the:

- Vancouver Food Policy Council meeting held on July 9, 2020
- Vancouver Heritage Commission meeting held on July 13, 2020
- Renters' Advisory Committee meeting held on July 15, 2020

7.5 Report from Trustee Parrott on the Vancouver Public Library Board meetings held on July 22 and September 2, 2020.

Trustee Parrott presented the following motion and requested it be considered at the meeting. The Chairperson agreed to consider it at the meeting.

Moved by B. Parrott, seconded by E. Gonzalez, that a letter be sent to the Vancouver Public Library thanking them for the services it was able to provide during the summer to keep our students involved in reading and research.

Trustees voted on the motion.

CARRIED UNANIMOUSLY

8. NEW BUSINESS

8.1 Revision of Trustee Appointments

8.1.1 VSB Standing Committees

Moved by E. Gonzalez, seconded by C. Cho, that the revised list of appointments, entitled 2020 Vancouver Board of Education Standing Committees, dated September 28, 2020, be approved.

Trustees voted on the motion.

CARRIED UNANIMOUSLY

8.1.2 School Liaisons

Moved by C. Cho, seconded by L. Chan-Pedley, that the revised list of appointments, entitled 2020 Vancouver Board of Education Trustee – School Liaisons, dated September 28, 2020, be approved.

In considering the motion, Trustee Parrott requested an updated list of administrators in schools.

Trustees voted on the motion.

CARRIED UNANIMOUSLY

8.1.3 Internal Committees and External Committees, Organizations & Agencies

Moved by E. Gonzalez, seconded by L. Chan-Pedley, that the revised list of appointments, entitled 2020 Vancouver Board of Education Committee Representatives to the VBE and Other Committees, dated September 28, 2020, be approved.

Trustees voted on the motion.

CARRIED UNANIMOUSLY

8.2 Federal Safe Return to Class Grant

The Secretary Treasurer presented a report dated September 28, 2020 entitled *Federal Safe Return to Class Grant*. The report includes a proposed spending plan for the federal grant based on information received to date. The following two rows were inadvertently hidden on page 2, (under Learning for All) of the attachment to the report:

- Side-by-side/in-service (Phase 1 - \$300,000)
- Support for Musqueam/Indigenous Students Remote Learning (Phase 1 - \$250,000)

The Secretary Treasurer reported the attachment will be corrected and re-posted with the meeting agenda on the website.

Trustees provided feedback and staff provided clarification.

During discussion, the Superintendent reported the Associate Superintendent-Learning and Information Technology has met with the Manger of Business Development regarding a possible donation drive to meet students' technology needs.

9. NOTICES OF MOTION

9.1 Notice of Motion from Trustee Parrott – COVID-19 Federal Grant Funding

Moved by B. Parrott, seconded by A. Wong, that an amount, to be determined, be used to increase physical distancing in schools with the greatest return of students and have space(s) to accommodate this physical distancing. In schools without space, plexiglass dividers for student desks or tables be provided.

Amendment #1

Moved by C. Cho, seconded by F. Ballantyne, that the motion be amended by replacing the second sentence with “That the Board ask Superintendent Hoffman to work with school administrators and teacher unions to determine where plexiglass is most needed, with a spending limit of \$100,000.”

Amendment #2

Moved by J. Reddy that the motion be further amended, changing “teacher unions” to “staff unions”.

During discussion, the Superintendent asked trustees if they would consider replacing “teacher unions” with “site health and safety committees” to be inclusive of teachers, administrators, and all unions in the school.

Following discussion there was general consensus amongst trustees to amend the main motion with the second sentence being, “That the Board ask Superintendent Hoffman to work with site health and safety committees to determine where plexiglass is most needed, with a spending limit of \$100,000.”

Trustees voted on the amendment.

CARRIED UNANIMOUSLY

Main Motion

Trustees voted on the main motion that now reads:

That an amount, to be determined, be used to increase physical distancing in schools with the greatest return of students and have space(s) to accommodate this physical distancing. That the Board ask Superintendent Hoffman to work with site health and safety committees to determine where plexiglass is most needed, with a spending limit of \$100,000.

CARRIED UNANIMOUSLY

9.2 Notice of Motion from Trustee Parrott – Postponement of FSA

Trustee Parrott withdrew her Notice of Motion included in the agenda as the Provincial Government has postponed the Foundation Skills Assessment (FSA) to January 2021.

The Superintendent provided further information regarding postponement of the FSA. Information can be found on the Ministry of Education’s Foundation Skills Assessment webpage.

9.3 Notice of Motion from Trustee Hanson and Trustee Cho

Trustee Hanson presented the following Notice of Motion from himself and Trustee Cho, and requested it be referred to the Policy and Governance Committee.

That the Board of Education of School District No. 39 (Vancouver) adopt the amended Policy 4, Trustee Code of Conduct, in the form attached hereto as Schedule “A”.

Referral motion

Moved O. Hanson, seconded by C. Cho, the proposed motion regarding Policy 4, Trustee Code of Conduct be referred to the Policy and Governance Committee.

CARRIED UNANIMOUSLY

9.4 Notice of Motion from Trustee Cho – Olympic Village

Trustee Cho presented the following motion and requested it be considered at the meeting. The Chairperson confirmed it could be considered at the meeting.

Moved by C. Cho, seconded by E. Gonzalez, that a letter be written to the City of Vancouver requesting land be given to the Vancouver School District at nominal cost for the school site in Olympic Village.

Trustees voted on the motion.

CARRIED UNANIMOUSLY

10. PUBLIC QUESTION PERIOD

The Board Chair responded to questions regarding:

- Police officers in schools and the School Liaison Officer (SLO) Program
- Review of the SLO Program and the RFP process
- Accessibility standards

The Superintendent responded to a question regarding

- The City of Vancouver Childcare Facility at Henry Hudson Elementary

11. ADJOURNMENT

Trustees agreed to adjourn by consensus.

The meeting adjourned at 9:01 pm.

J. David Green, Secretary Treasurer

Janet Fraser, Chairperson

Literacy Initiatives

Superintendent's Update
Monday, October 26, 2020
Regular Meeting of the Board of Education





Literacy



“

The broad set of skills that enable people to participate more fully in social, economic, family and community life.

”

ReadNowBC, [District Literacy Planning Guide](#)



Curricular Connections



Curriculum

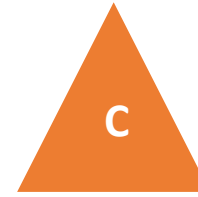
Language Arts

- Writing
- Reading
- Speaking
- Listening
- Representing

Literacy

Core Competencies

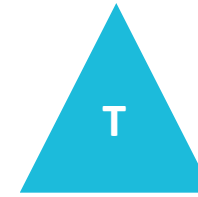
Communication



Communicating

Collaborating

Thinking



Creative

Critical

Personal/Social



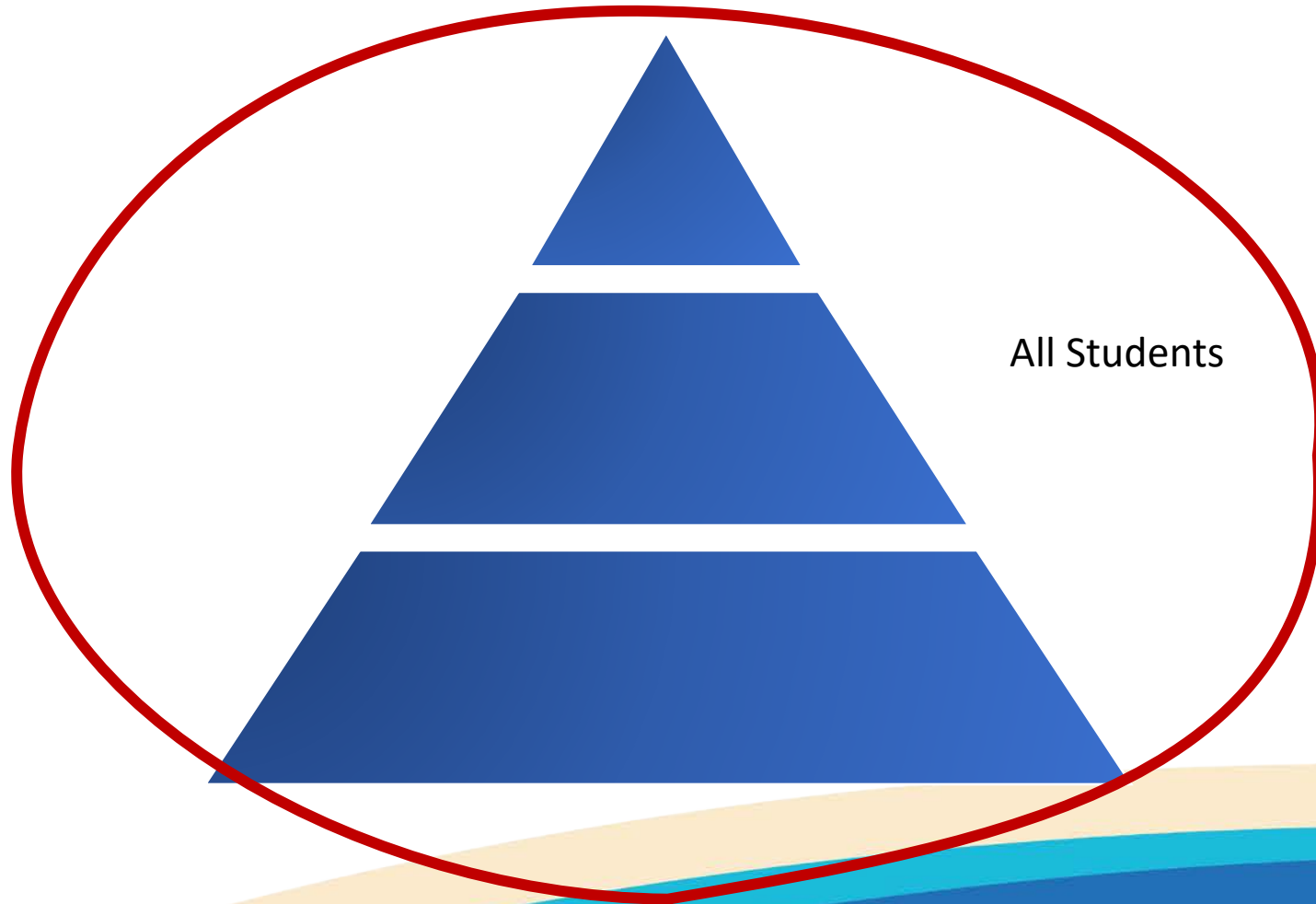
Personal Awareness & Responsibility

Positive Personal & Cultural Identity

Social Awareness & Responsibility

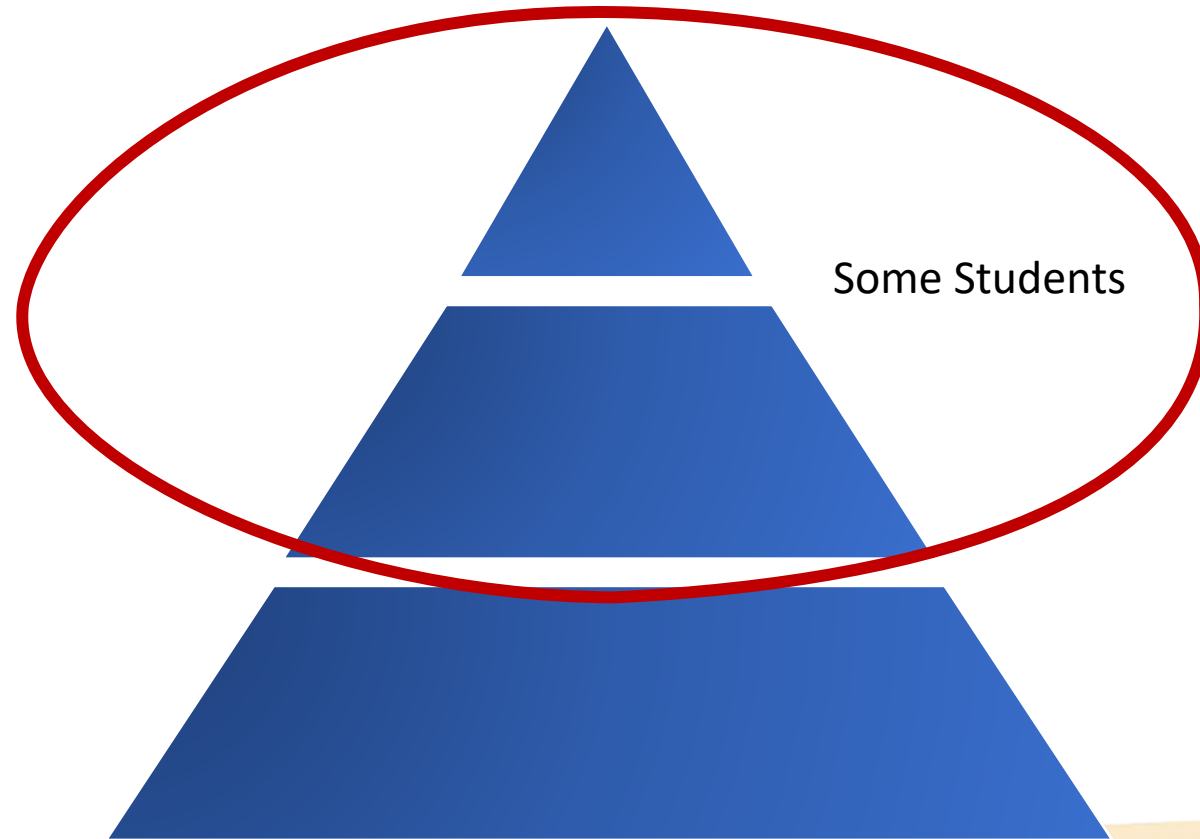


Response to intervention model



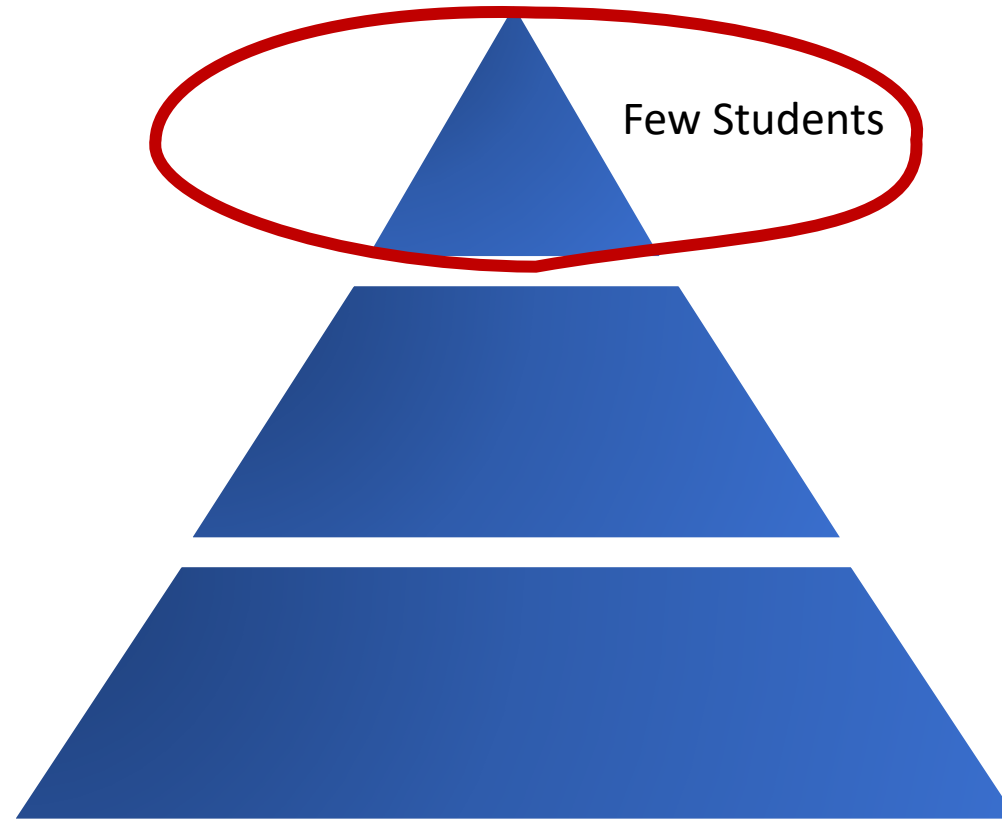


Response to intervention model

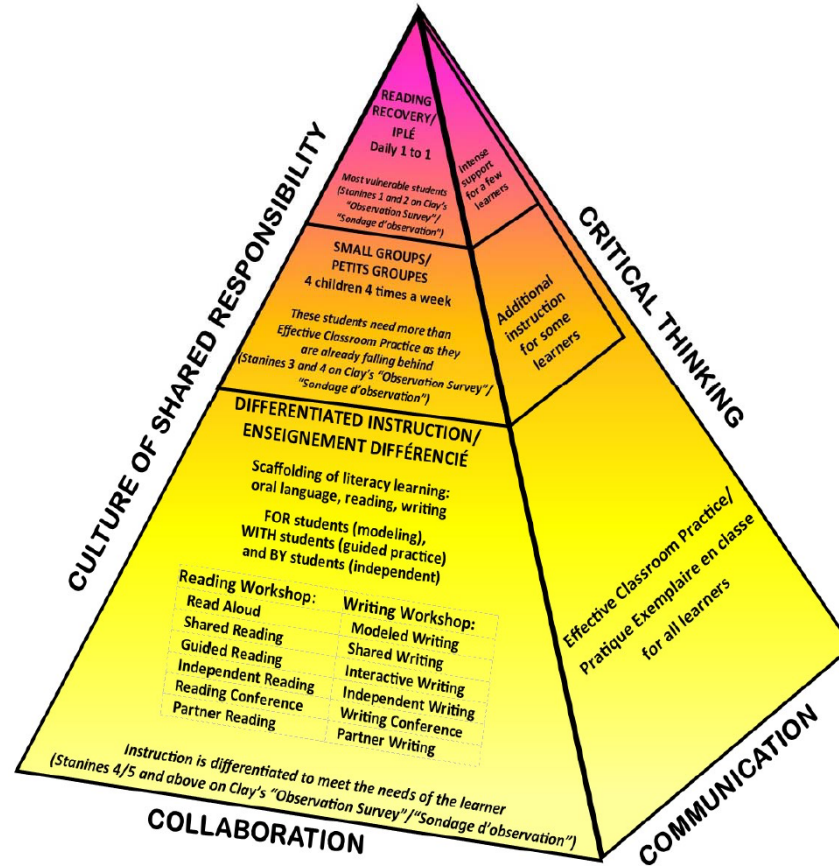




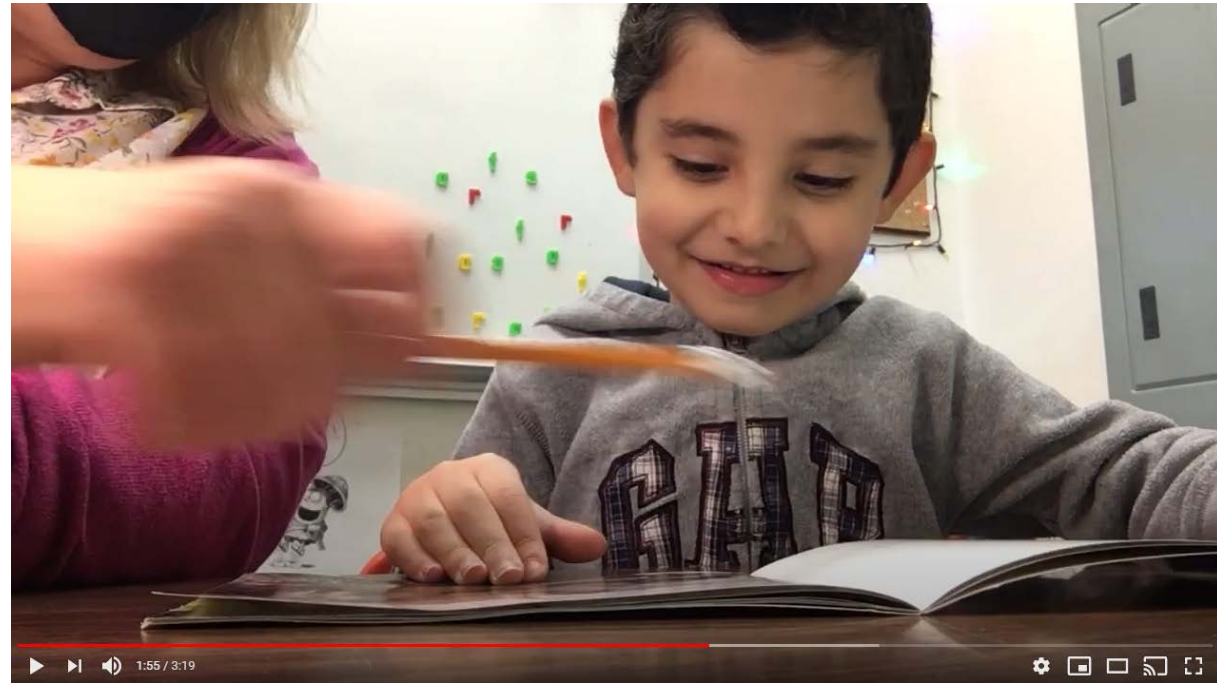
Response to intervention model



Collaborative Early Literacy Intervention (CELI)



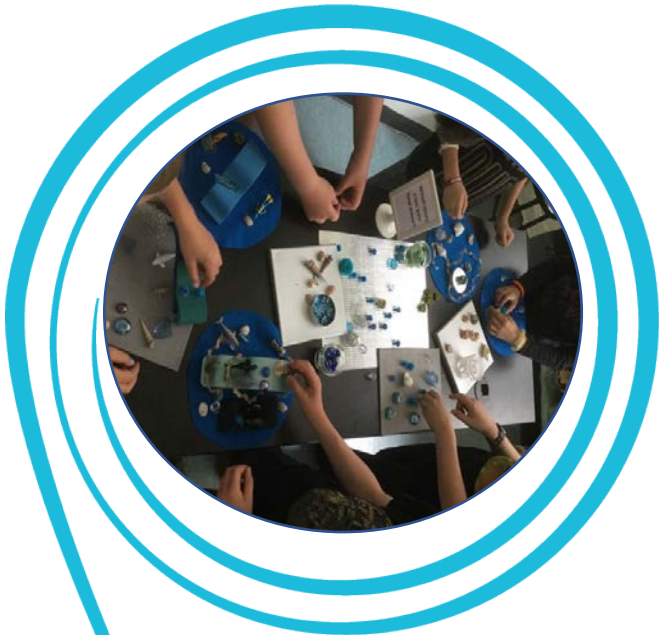
Reading Recovery



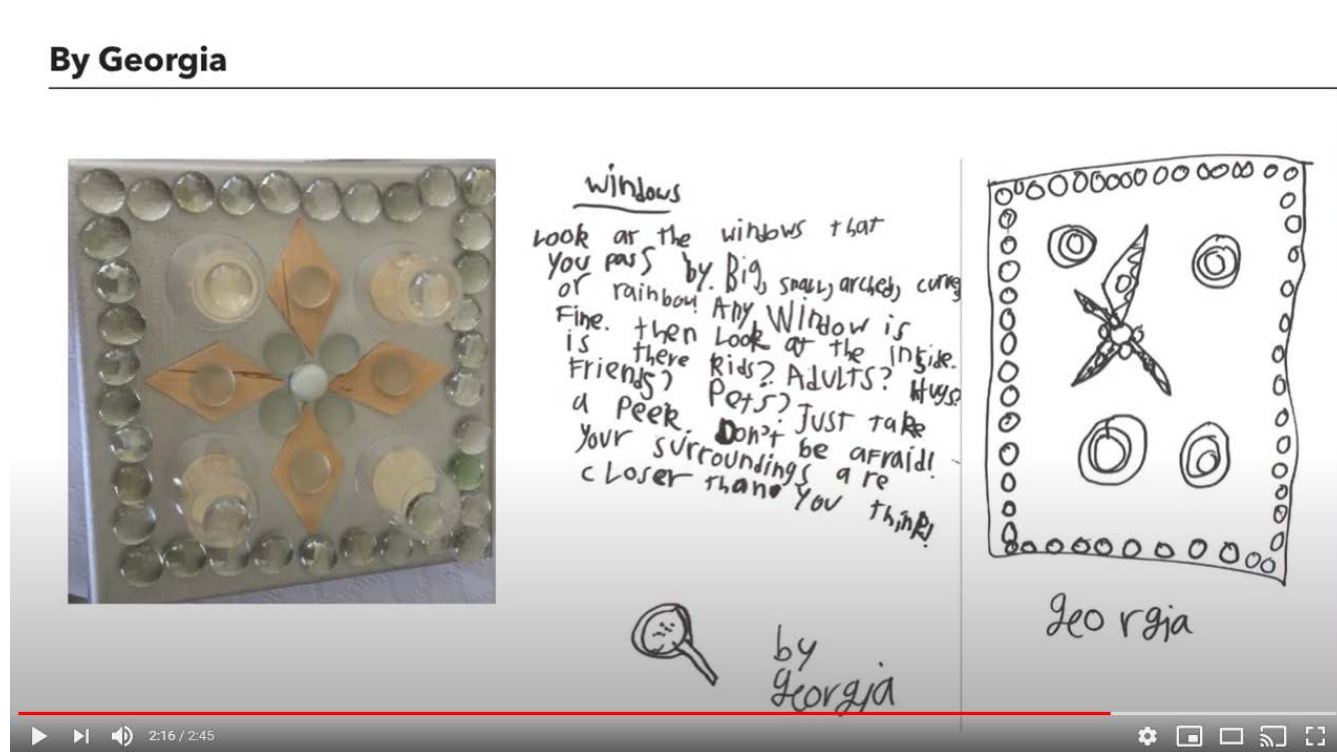
<https://youtu.be/Wr2YYVoLfEc>



Other literacy initiatives



By Georgia



<https://youtu.be/-69BBBHAVEY>



Literacy support

The District:

- continues to be committed to improving life chances for **all young people** including in literacy instruction.
- offers significant support and resources to literacy initiatives across Vancouver schools.
- provides intentional intervention support for vulnerable learners (as needed).



COMMITTEE MEETING

POLICY AND GOVERNANCE COMMITTEE

Wednesday, October 14, 2020

Committee Report to the Board, October 26, 2020

The Chairperson of the Committee called the meeting to order and acknowledged that the meeting is being held on the traditional unceded territory of the Musqueam, Squamish and Tsleil-Waututh Nations and reviewed meeting decorum. This meeting was live-streamed and the audio and visual recording is also available to the public for viewing after the meeting. The footage of the meeting may be viewed inside and outside of Canada.

A master PowerPoint presentation detailing the flow of the agenda was provided throughout the meeting, a copy of which is on file with the meeting agenda.

Trustee Parrott raised a point of privilege and recognized the 94th birthday of Winnie the Pooh.

1. Update on School Liaison Officer (SLO) Program Review

The Committee Chair provided a verbal update on the School Liaison Officer Program Review. She reported that proposals have been received, however the Request for Proposals (RFP) requires modification to align with the Board's intended outcome to hear and learn from members of our school communities about their lived experiences with the SLO program.

Stakeholder representatives provided feedback and the Chairperson provided clarification on various points.

This was provided for information.

2. Delegations

The following delegations gave presentations regarding the School Liaison Officer Program.

- Ruby Smith Diaz
- Markiel Simpson, BC Community Alliance
- Tasha Nijjar
- Emily Johnson, Black Lives Matter Vancouver
- Parker Johnson
- Azuka Nduka-Agwu
- Jahmira Lovemore

The Chairperson and staff responded to questions regarding the SLO program and the RFP for the SLO Program Review. Trustees and stakeholders provided feedback.

Following discussion, Trustee Hanson left the meeting.

3. Interim Report Anti-Racism and Non-Discrimination Strategic Plan

The Associate Superintendent-Learning Services presented and reviewed a memorandum dated October 14, 2020 entitled *Interim Report Anti-Racism and Non-Discrimination Strategic Plan*. The report follows up on a Board motion approved at the December 16, 2019 meeting and contains information regarding the intent and development of the Anti-Racism and Non-Discrimination Strategic Plan. Additional information was provided in a PowerPoint.

During the presentation, Director of Instruction D. Kotak Buckley reviewed work completed to date and outlined goals for year 1 (2020-2021) of the plan.

Trustees and stakeholders provided feedback and staff provided clarification on various points.

This presentation and report were provided for information.

4. Proposed Revisions to Policy 21 (Non-Discrimination) and Accompanying Administrative Procedures

The Deputy Superintendent presented a report dated October 14, 2020 entitled *Proposed Revisions to Policy 21 (Non-Discrimination) and Accompanying Administrative Procedures*. The report follows up on a Board motion approved at the December 16, 2019 meeting and contains recommended revisions to Board Policy 21 and accompanying Administrative Procedures (AP 170, 171, and 350) based on a review by Audrey Ackah (field expert) and staff. Additional information was provided at the meeting.

The report recommends Board adoption of a revised Policy 21 (Non-Discrimination) as presented. There was consensus to table the recommendation until the next Policy and Governance Committee meeting, so that more feedback from stakeholders could be received.

The Deputy Superintendent clarified next steps for the Administrative Procedures, which had not yet been reviewed by the Administrative Procedures Working Group due to the timing of the meeting. He reported that revisions to Policy 21 would need to be approved by the Board before the Administrative Procedures revisions would be approved by the Superintendent.

5. Notices of Motion: Racism and Discrimination

Trustee Parrott reviewed the reasons for her Notices of Motion regarding racism and discrimination.

There was consensus to table this item until the next Policy and Governance Committee meeting in December.

6. Notice of Motion: Policy 4 – Trustee Code of Conduct

There was consensus to table this item until the next Policy and Governance Committee meeting in December.

7. Naming and Renaming Update

The Deputy Superintendent presented a report dated October 14, 2020 entitled *Naming and Renaming Update*. The report provides information on work done by the Naming and Renaming Working Group and requests feedback from the Policy and Governance Committee on a proposed pilot project for Sir Matthew Begbie and David Lloyd George schools based on a new, draft Administrative Procedure 542 – Re-naming Existing School Facilities.

Trustees and stakeholder representatives provided feedback and staff provided clarification on various points.

8. Information Item Requests: None

9. Date and Time of Next Meeting

The next meeting is scheduled for December 2, 2020 at 5:00 pm.

Meeting adjourned at 8:09 pm.

Lois Chan-Pedley, Chairperson

Committee Members Present
in the room:

Lois Chan-Pedley, Janet Fraser, Estrellita Gonzalez,
Allan Wong

Other Trustees Present in the room:

Barb Parrott, Oliver Hanson

Other Trustees Present in Teams:

Fraser Ballantyne, Carmen Cho, Jennifer Reddy

Senior Management Present in the room:

Jody Langlois, David Nelson

Senior Management Present in Teams:

Pedro da Silva, David Green, Suzanne Hoffman

Other Staff Present in the Room:

Deena Kotak-Buckley

Association Representatives
Present in Teams:

Treana Goolieff, VSTA
Joanne Sutherland, VESTA
Annette Vey Chilton, VASSA
Mark Cormack, VEPVPA
Tim Chester, IUOE
Hayden O'Connor, PASA
Brent Boyd, CUPE 407
Gord Lau, DPAC, followed by Karen Tsang, DPAC
Divyan Karunakaran, VDSC

COMMITTEE MEETING

FACILITIES PLANNING COMMITTEE

Wednesday, October 21, 2020

Committee Report to the Board, October 26th, 2020

The Chairperson called the meeting to order and acknowledged that the meeting is being held on the traditional unceded territory of the Musqueam, Squamish and Tsleil-Waututh Nations and reviewed meeting decorum. This meeting was live-streamed and the audio and visual recording is also available to the public for viewing after the meeting. The footage of the meeting may be viewed inside and outside of Canada.

A PowerPoint presentation was provided throughout the meeting, a copy of which is on file with the meeting agenda.

1. Delegations

Robin Prest presented on behalf of Strong Start Strong Communities regarding the Long Range Facilities Plan Strategy Document.

Trustees and stakeholder representatives provided feedback and staff provided clarification on various points.

This was provided for information.

2. Long Range Facilities Planning Strategy 2020-2030

The Secretary Treasurer and the Director of Educational Planning and Student Information presented a report dated October 21, 2020, entitled *Long Range Facilities Planning Strategy 2020-2030* and gave a PowerPoint presentation.

The Secretary Treasurer emphasized that Long Range Facilities Planning is a dynamic process and he requested feedback from stakeholders.

The Committee members and stakeholder representatives provided feedback and staff answered questions and provided clarification on various points.

The committee, by consensus, recommends that this motion be forwarded to the Board for approval:

IT IS RECOMMENDED THAT the Board of Education approve the Long-Range Facilities Planning Strategy 2020-2030 document presented at the October 21, 2020 meeting of the Facilities Planning Committee, now revised, but that the final Long-Range Facilities Planning Strategy 2020-2030 be subject to changes made by Trustees prior to the adoption of the Long Range Facilities Plan in January 2021.

3. Information Item Requests: None

4. Date and Time of Next Meeting

The next meeting of this Committee is currently scheduled for January 13, 2021, at 5:00 pm.

Meeting adjourned at 6:31 PM

Allan Wong, Chairperson

Committee Members Present in the room: Allan Wong, Carmen Cho, Oliver Hanson,
Committee Members Present in Teams: Jennifer Reddy
Other Trustees Present in the Room: Barb Parrott
Other Trustees Present in Teams: Janet Fraser, Estrellita Gonzalez
Senior Management Present in the Room: David Green
Senior Management Present in Teams: Suzanne Hoffman, Pedro Da Silva, David Nelson,
Other Staff Present in the Room: John Dawson
Union/Association Representatives Present in Teams: Brent Boyd, CUPE 407
Tim Chester, IUOE
Tommy Chung, VDSC
Kelly Egilsson, VASSA
Ajaz Hassan, PASA
Allison Jambor, VASSA
Rose Mackenzie, VEPVPA
Vik Khana, DPAC
Terry Stanway, VSTA
Tammy Yazdanyar, CUPE 15

Educational Vision

The Educated Citizen

The VSB enables learners to develop their individual potential through learning experiences that promote/enhance the following:

- Intellectual Development
- Human and Social Development
- Career Development

Student Success

Improving outcomes for students is at the heart of the District's work. In aligning our work with BC's Policy for Student Success we are guided by the following principles:

- Quality teaching and leadership
- Student-centered learning
- Future orientation
- High and measurable standards
- Healthy and effective learning environments

VSB Strategic Plan - District Vision Statement

We inspire student success by providing an innovative caring and responsive learning environment.

VSB Strategic Plan – Goal 1 and Objectives

Engage our learners through innovative teaching and learning practices

- Provide increased opportunities to connect students to their learning
- Enhance support for students with specific needs
- Support the implementation of the curriculum
- Enhance assessment and reporting strategies to support teaching and learning
- Ensure Indigenous students achieve increased academic success

Implementation of the our educational vision along with goal one is being actively supported through the District's Deeper Learning initiative that is focusing on *"The creation of a collaborative learning community through the lens of equity and excellence"*.

Educational Programming Priorities

With respect to the work of the Board, the following four areas have emerged as educational priorities in relation to the Long-Range Facilities Plan:

Indigenous Education

- *Ensure Indigenous students achieve increased academic success*

The VSB is implementing the re-designed BC K-12 curriculum that explicitly and implicitly reflects Indigenous knowledge and perspectives throughout.

The VSB works in partnership with Indigenous communities to improve educational experiences and outcomes for Indigenous students. The jointly developed Aboriginal Enhancement Agreement embodies the shared vision and commitment to success for all Indigenous students.

Diverse Learners

- *Enhance support for students with specific needs*

Diverse learners make valuable and unique contributions to school communities and enjoy a sense of belonging in a school community that accepts ownership and responsibility for their learning. As part of its inclusive service delivery model, the VSB is committed to inclusive education in which all students are fully participating members of a community of learners, with a focus on embedding a variety of inclusive instructional practices including Universal Design for Learning in local neighbourhood schools.

The VSB is committed to responsible innovation in strengthening inclusive service delivery to meet students' and societies changing needs.

Secondary Programming

- *Provide increased opportunities to connect students to their learning and Support the implementation of the curriculum*

The VSB recognizes the connection between the availability of programming choice which provide diverse opportunities, and the quality of student learning experiences. Secondary students identify choice as a top priority for their learning. Declining secondary enrolment presents a serious and ongoing challenge to the delivery of a full and robust array of secondary programming opportunities.

French Immersion Programs

- *Provide increased opportunities to connect students to their learning and Support the implementation of the curriculum*

The VSB has a successful and established French Immersion Program. French is one of Canada's two official languages. Developing proficiency in French is a valuable academic skill that contributes to creative and critical thinking, English language skill development and understanding and respect for other cultures. The VSB is committed to equitable access to French Immersion Programs

Operational Goals for Facilities - Guiding principles for Planning

Equity of Access

Access to neighbourhood schools

Focus on access to strong neighbourhood schools that promote student engagement, student inclusion, and the delivery of diverse high-quality programs. Work towards a future where all students wishing to attend their catchment school have the option to do so.

Access to safe schools

Through the SMP continue to move towards access to seismically safe schools to accommodate all students

Preferred School Size

The preferred school size stakeholder working group (PSSWG) is reviewing educational programming and financial information in relation to school enrolment. Draft guidelines for preferred school enrolment will be provided to the Facilities Planning Committee. The work of the PSSWG is still in progress.

Stable catchments

Recognize the importance of continuity and stability for families. (AP 305)

Sustainability/active transportation

Planning to support active, safe and sustainable transportation to and from school with consideration to (AP 300? with 4 km walk distance)

Partnerships

Sustain and grow collaborative community partnerships for the provision of childcare and out of school care

Building for Modern Learning

New and replacement schools

Build new schools, or expand existing schools, in neighbourhoods where catchment enrolment needs are beyond current capacity. Whenever possible leverage funding from the SMP to build new replacement schools as the preferred option. Reduce district deferred maintenance liabilities.

Flexible buildings and sites

Plan school sites to be flexible and adaptive for a dynamic urban environment. Design sites that can accommodate future expansion. Build and upgrade schools for innovation and diverse learning needs using (VSB design principles).

Maximize funding for programs and services

Maximize funding directed to student services and supports through efficient and effective use of school and District facilities.

Balancing Enrolment with Capacity

Request capital funding to increase capacity in zones of the District with enrolment that exceeds capacity. Explore options to decrease surplus capacity in zones of the District with low capacity utilization.

District Context

Strategic Context for the LRF

The Long Range Facilities plan is developed in response to the District's strategic plan VSB 2021. Long-range planning processes and ensuing decisions support working towards the following strategic goals.

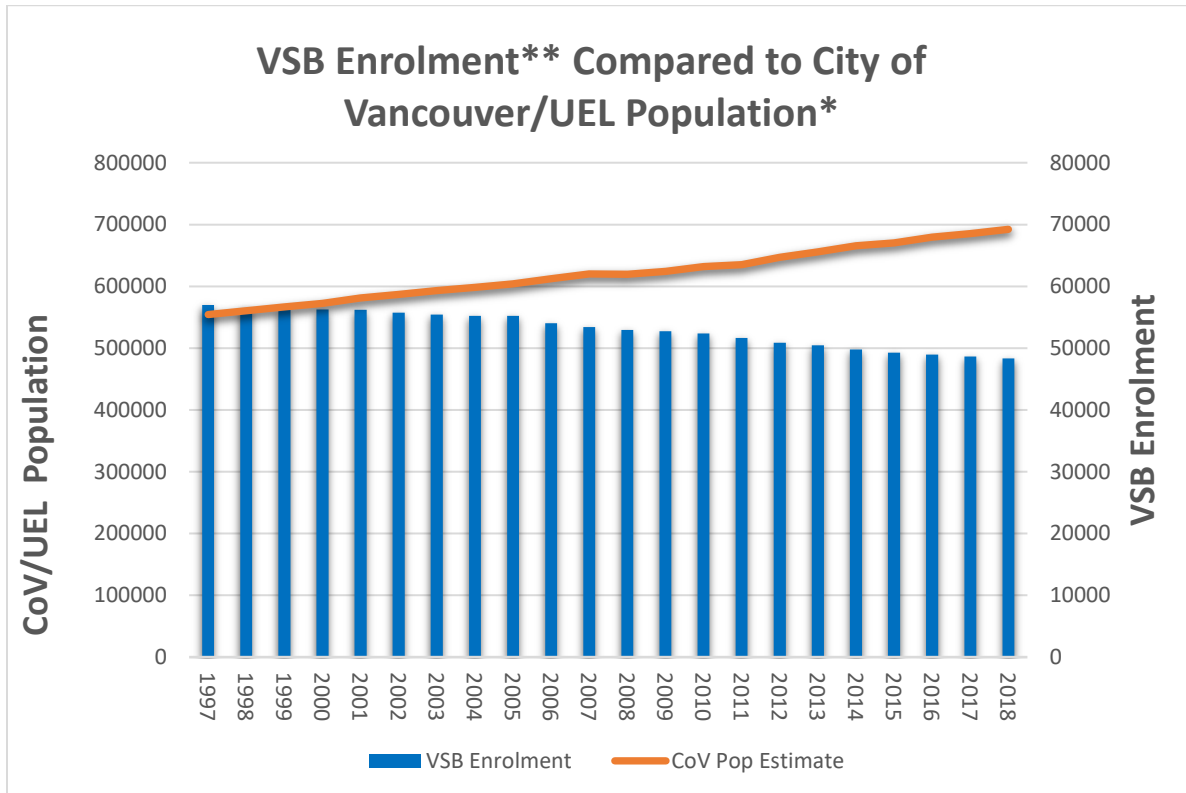
- Engaging our learners through innovative teaching and learning practice
- Provide leadership, governance, and stewardship

Changing Demographics and Enrolment

Declining enrolment is a challenge that the VSB shares with many other urban and rural jurisdictions in Canada and elsewhere. In Canada the domestic birthrate is lower than the rate necessary to maintain our current population. Population growth in Canada is sustained through immigration. Another challenge that Vancouver faces in common with other urban centres is housing affordability – the cost of housing is a driver of enrolment decline for the VSB in at least four ways:

- Annual net out-migration from the VSB to surrounding sub-urban school districts
- Reduction in the number of students registering through New Student Welcome Centre (NWC)
- Enrolment decline in neighbourhoods characterized by single family homes
- Low student yields from multi-residential housing

Changing Demographics and Enrolment continued....



*Source BC Stats Sub-provincial Population Estimates – Vancouver Aggregate

**Ministry funded headcount

In spite of the overall decline in enrolment, there are areas of the District experiencing enrolment growth due to one or more of the following development trends:

- New residential units where none existed previously
- Replacement of single family residences with multi-unit residential development
- Densification within existing housing stock

As a result of lack of affordable housing and changes to where families with children live due to development, redevelopment, and densification, there are many areas in the District where enrolment and school capacity are reasonably balanced, many areas where enrolment is well below available school capacity, and some areas where catchment enrolment demand exceeds available school capacity.

Facilities Context

The average age of VSB schools is 74 years with more than half of schools being more than 70 years old. Student safety is the top priority for the District and for the VSB facilities department. VSB schools are safe for our students; however, many schools are in use beyond their intended useful lives. Using buildings beyond their intended lives has two major operational drawbacks:

- On an annual and ongoing basis a disproportionate amount of the District budget is spent on operations and maintenance
- The overall building condition deteriorates resulting in escalating deferred maintenance costs.

There are also educational implications of maintaining and retaining old schools beyond their intended useful lives:

- Educational funding that could be spent on programs and services directed to students is re-directed for operational and maintenance purposes
- Modern school design principles focus on Learner Centered Schools where there are spaces designed for individualized support, collaborative groups, small learning communities, and social learning

Through the Seismic Mitigation Program (SMP) the government is providing a significant level of capital funding to the VSB, and as such represents a current and ongoing opportunity for the District. The mandate of the SMP is to replace or upgrade existing schools. New schools, and school expansions are not funded by the SMP. The Ministry of Education is committed to funding the 'lowest cost option' to meet its broader commitment of providing sufficient safe space in schools to accommodate all VSB students. When considering the long term needs of the District the 'lowest cost option' is not necessarily the preferred option as it perpetuates the operational and educational challenges described above. The Board has provided some additional funding to enhance current and past SMP projects. The future holds the opportunity to leverage funds generated through responsible Land Asset Management to enhance SMP projects to meet the goal of providing new, innovative and flexible learning environments for VSB students.

Annual Long-Range Facilities Planning Process

The District will implement a predictable planning process that aligns with established business and operational cycles.

Annual LFRP Review and Update Process (cycle)

Process	People	Schedule
Facilities Organization Scan	District Staff	Late Summer/Early Fall
Identify Study Concepts	District Staff	Fall
Review and prioritize study Concepts	District Staff and Board	Fall/Early Winter
Update Long Range Facilities Plan	District Staff	Winter/Spring
Ministry Capital Submission Response Letter	Board	April
LRFP – FPC Review/Board Approval	Board	April/May
Develop Capital Plan Submission	District Staff	Spring
Capital Plan FPC Review/Board Approval	Board	Prior to June 30

Implementation Process for LRFP Studies

Stage	Process
Policy and Procedure Review	Conduct Studies in accordance with appropriate Policy and Procedure
Detailed Feasibility Study	Develop options for review by SMT or FPC (when Board approval will be required)
Public and Stakeholder Engagement	Conduct Public and Stakeholder Engagement Events
Final Reporting – Board Approval Not Required	Inform trustees and publish engagement report on District website Report for information to FPC as requested
Final Reporting – Board Approval Required	Report to FPC with recommendation

Planning studies are undertaken for the following reasons:

- To work towards the completion of the 17 recommendations in the draft 2019 LRFP
- To support the implementation of a Long Range Facilities Planning strategy
- To support the work of the VPO
- To address emergent issues and priorities

Types of Studies

- Emerging Capital Priorities
- Enrolment Management Studies
- Temporary Accommodation Studies
- Traffic Studies
- Attendance Boundary Review (AP 305)
- New Program Studies
- Program Relocation Studies
- School Closure Studies
- Non-operating school site studies
- Program Priorities
- Land Asset Management Studies
- Grade re-alignment studies
- Other

Strategic Focus for Planning

In order to continue moving towards achieving its Educational Programming Goals and Operational Goals for Facilities it will be necessary for the Board to consider options for implementing the following strategies:

- Land Asset Management opportunities
- Options that lead to a reduction of surplus school capacity in the District

Public Engagement and Stakeholder Feedback

The VSB is committed to transparent and accountable public engagement and stakeholder feedback processes to inform planning decisions. Public engagement and stakeholder feedback processes will be designed and developed in accordance with Board policy and District administrative procedures. In order to clarify the role of the public and how much influence the community over planning and decision-making processes public engagement activities will be designed The IAP2 Spectrum of Public Participation <https://www.iap2.org/mpage/Home>

Collaboration with CoV and UBC/UEL

The Board and the District engage in ongoing collaboration with the CoV and UBC/UEL through a variety of established communication channels and committees. A common goal is to share and use the best available data to inform planning process in order to successfully coordinate the educational programming goals of the VSB with future changes to the city.

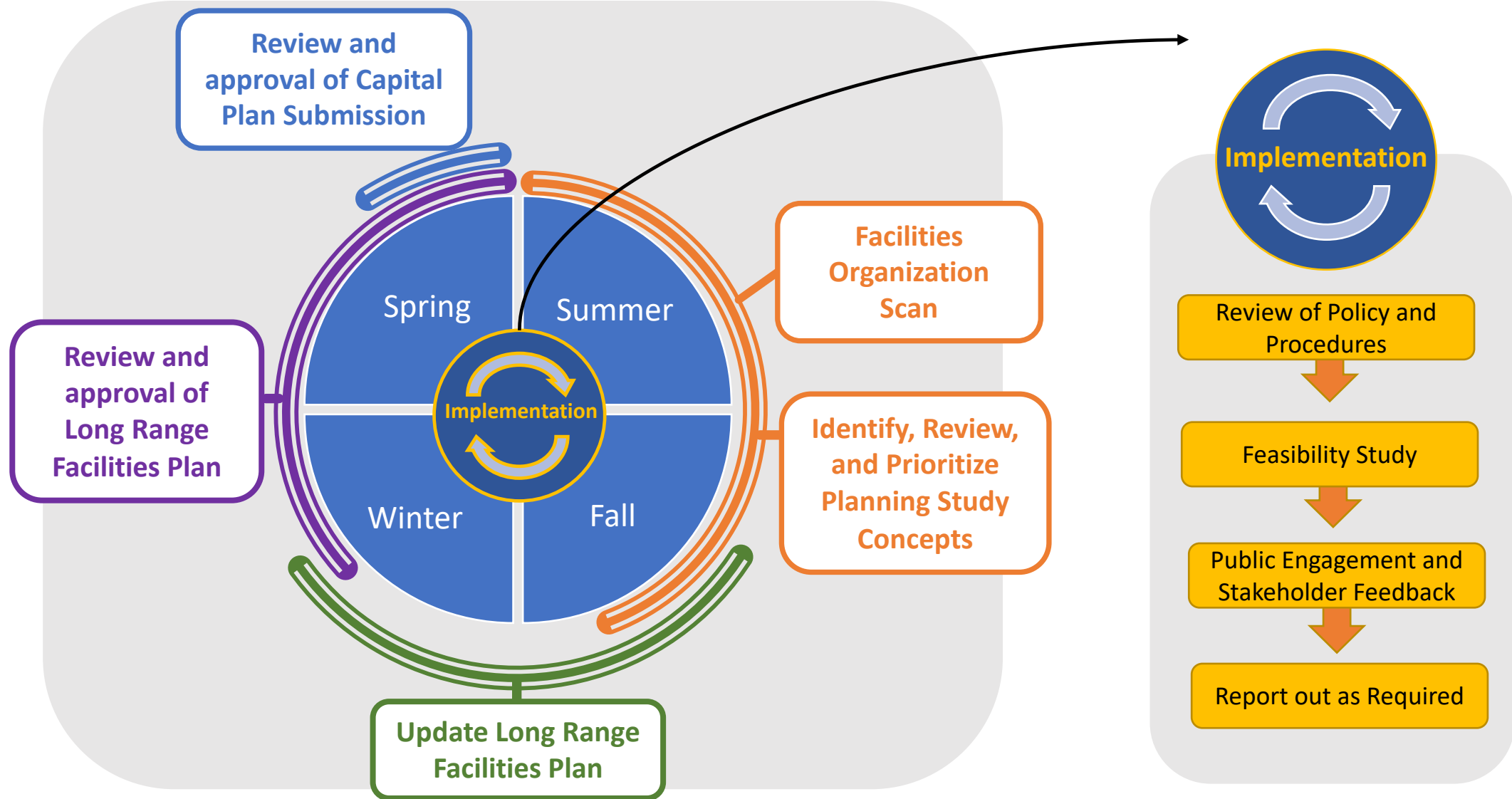
Planning Horizon

A rolling 10 year time frame is an appropriate planning horizon for the LRFP. The reliability and validity of the data that underlying the LRFP base case document and associated studies is established. Good planning processes take into account the need for being adaptive and responsive to change.

LRFP Planning Process

Process to review and update

Process to implement the studies



COMMITTEE MEETING

PERSONNEL COMMITTEE

Wednesday, October 21, 2020

Committee Report to the Board, October 26, 2020

The Chairperson of the Committee called the meeting to order and acknowledged that the meeting is being held on the traditional unceded territory of the Musqueam, Squamish and Tsleil-Waututh Nations and reviewed meeting decorum. This meeting was live-streamed and the audio and visual recording is also available to the public for viewing after the meeting. The footage of the meeting may be viewed inside and outside of Canada.

A master PowerPoint presentation detailing the flow of the agenda was provided throughout the meeting, a copy of which is on file with the meeting agenda.

The Chairperson changed the order of the agenda with item 4.1 Notice of Motion: Anti-Racism Training for all VSB Employee Groups to follow the delegations.

1. Delegations

The following delegations gave presentations regarding the Anti-Racism Training for all VSB Employee Groups

- Warren Williams – CUPE Local 15
- Thien Phan
- Denis Agar

2. Notice of Motion: Anti-Racism Training for All VSB Employee Groups

Wording of the June 22, 2020 referred motion was corrected at the meeting.

The Committee Chair introduced the Anti-Racism Training for All VSB Employee Groups motion that had been referred from the June 22, 2020 Board Meeting. The Chair asked Trustee Reddy for proposed changes and additions to the original wording of the motion. Discussion ensued and there was consensus that the June 22, 2020 motion be changed and forwarded to the Board for approval as worded below:

IT IS RECOMMENDED THAT the Vancouver Board of Education engages independent experts to design and deliver anti-racism training for all educators with a focus on anti-Black, anti-Indigenous, and anti-Asian racism.

And that this training be at least one full day of training, including reference child rights, VSB policies and procedures on discrimination, hate, racism, SOGI, and incident reporting and response.

And that this training be mandatory for all employee groups and trustees in the 2020-2021 school year with a follow-up in the same year to obtain feedback and make needed changes.

It was noted that current Professional Development Days could not be utilized for this training day as it would be an in-service. Logistically, an additional non-instructional day would need to be added to the calendar. It was further noted, that under the School Act, the Board has the capability to amend the school calendar but given that the calendar is already established, it would have to be determined if it was possible to change for 2020-2021.

The committee discussed points proposed by Trustee Cho about adding an additional non-instructional day to the 2021/2022 school calendar for the purpose of anti-racism training for all staff and about writing to the Ministry of Education to recommend that this additional non-instructional day for anti-racism training be in place for all schools in British Columbia.

Discussion ensued regarding the logistics of implementing an extra non-instructional day for the current school year which included having to add additional instructional minutes. The Associate Superintendent and Secretary Treasurer will research the logistics of how to deal with the implementation of an additional non-instructional day for the 2020/2021 school year and bring options to discuss at the October 26, 2020 Board Meeting.

3. Staffing and Recruitment Update

The Associate Superintendent-Employee Services presented a report dated October 21, 2020 entitled *Staffing and Recruitment Update*. The report contains information about the changes and impacts which have occurred due to the COVID-19 pandemic. The report also contains historical resignation, retirement and recruitment data for all employee groups dating back to the 2017/2018 school year.

The Associate Superintendent-Employee Services also shared the addition of the new Indigenous Education Assistant program in conjunction with Burnaby Continuing Education and ACCESS.

Trustees and stakeholder representatives provided feedback and staff provided clarification on various points.

This was provided for information.

4. Wellness and Employee Engagement

The Director of People Services presented a report dated October 21, 2020 entitled *Wellness and Employee Engagement*. The report contains updates to programs and services since the start of the pandemic.

Trustees and stakeholder representatives provided feedback and staff provided clarification on various points.

This was provided for information.

5. Information Item Requests: None

6. Date and Time of Next Meeting

The next meeting of this Committee is scheduled for Wednesday, December 2, 2020 at 6:30 pm.

Meeting adjourned at 8:46 pm.

Estrellita Gonzalez, Chairperson

Committee Members Present in the Room:	Carmen Cho, Barb Parrot, Oliver Hanson
Other Trustees Present in Teams:	Janet Fraser, Jennifer Reddy, Allan Wong
Senior Management Present in the Room:	Carmen Batista, J. David Green, Jody Langlois
Senior Management Present in Teams:	Pedro da Silva, Suzanne Hoffman, David Nelson
Other Staff Present in the Room:	Deena Kotak-Buckley, Pete Nuij, Lorelei Russell
Association Representatives Present in Teams:	Treena Goolieff, VSTA Darren Tereposky, VESTA Paul Godfrey, VASSA Ankie Carswell, VEPVPA Tim DeVivo, IUOE Melissa Werfl, PASA Cynthia Schadt, CUPE 15 Karen Tsang, DPAC



Liaison Trustee Report

Name of Committee/Organization: DPAC

Liaison Trustee: Carmen Cho

Date of Meeting: October 8, 2020

Topics Discussed Most Relevant to the VSB:

DPAC hosted their monthly executive meeting via Zoom. David Nelson and myself attended the meeting to provide an update on the upcoming Policy and Governance committee meeting, VCH reporting of COVID cases in schools, the LRFP timeline and process, the Advocacy committee and the number of children who chose option 4 who are returning to in class instruction on October 13th.

DPAC members asked about how feedback will be incorporated into the LRFP from the various working groups. Parents are looking for an opportunity to provide feedback directly to VCH about how cases are reported to school communities. There are a few PACs that are interested in pursuing a name change for their school. David provided information about the new Naming & Renaming procedures that will be presented at the next Policy & Governance committee meeting on October 14th.

Committee / Organization Actions:

None



Liaison Trustee Report

Name of Committee/Organization: Britannia Community Services

Liaison Trustee: Carmen Cho

Date of Meeting: October 14, 2020

Topics Discussed Most Relevant to the VSB:

The Principals from Britannia elementary and secondary schools attended the meeting (Jason Webber & Alec MacInnes). Britannia elementary school enrolment is 197 and the enrolment at the secondary school is 625. At the secondary school they are looking for more activities for students to keep busy, given that there are no clubs or sports. The homework club is up and running in the building with mentors and tutors working via Zoom. The Britannia board is currently looking for 2 students to become board members.

Committee / Organization Actions:

None



Liaison Trustee Report

Name of Committee/Organization: VSB Diversity Committee

Liaison Trustee: Allan Wong

Date of Meeting: October 7, 2020

Topics Discussed Most Relevant to the VSB:

1. Jody Langlois provided information regarding structural changes for Directors of Instruction. DOI portfolios covers Learning Services and schools.
 - Deena Kotak- Buckley, Director of Instruction, has Anti-Racism portfolio and will chair the Diversity Advisory Committee. She will be working with Bruce Garnett and Nassim Elbardouh.
 - Alison Ogden, Director of Instruction, has the SOGI portfolio. She is working with Janis Myers and Béene Savage.
2. Background of the Committee:

Allan Wong, Trustee, provided historical context of the Diversity Advisory Committee. The purpose of Advisory Committees is to assist the Board in their discussions.
3. Terms of Reference:

Deena Kotak-Buckley shared the Diversity Advisory Committee's Mission Statement, goals and objectives of the committee.
4. Updates:
 - a. Nassim Elbardouh, Anti-Racism DRT provided a brief update regarding her work to date.
 - b. Jody Langlois, Associate Superintendent provided a brief preview of what this Committee will be expected to be involved with this year.
 - c. Béene Savage, SOGI DRT provided a brief update regarding her work to date. She provided a copy of the report to the Committee.
5. Next meeting date: November 25, 2020

Committee / Organization Actions:



Liaison Trustee Report

Name of Committee/Organization: Seniors' Advisory Committee

Liaison Trustee: Janet Fraser

Date of Meeting: October 2, 2020

Topics Discussed Most Relevant to the VSB:

A draft motion was developed about Co-operative Housing on City Lease Land.

A motion about elevator maintenance was discussed and the decision postponed to the November meeting.



Liaison Trustee Report

Name of Committee/Organization: Vancouver City Planning Commission

Liaison Trustee: Janet Fraser

Date of Meeting: October 14, 2020

Topics Discussed Most Relevant to the VSB:

VCPC is presenting a free online panel discussion ([tickets at Eventbrite](#)):

AFTERSHOCK: Looking back at 1918 for a view of Vancouver's future

Oct 27, 2020 7pm (tickets on Eventbrite)

How can lessons learned during and after the 1918-20 Influenza epidemic inform our current city planning responses to COVID-19?

The first victim in Vancouver of the 1918 influenza epidemic - Annie Sachs, a mother of three young children - died on October 8, 1918. By October 27, 1918, 24 people in Vancouver died in a single day. Before the disease's fury was spent, almost one per cent of Vancouver's population had died.

In the following decade, Vancouver underwent extraordinary changes in urban planning, design and architecture as World War One ended, the economy shuddered, protests filled the streets and cities re-invented themselves.

A century later, Vancouver is once again grappling with the effects of a pandemic. The boundaries between past and present begin to blur when we look closely at what happened in 1918 and where we are now.

Linking the past to our future, the Vancouver City Planning Commission's Chronology Project is holding a panel discussion 102 years after that heartbreaking day when the virus claimed so many lives – October 27, 2020 – to explore how the 1918 influenza changed Vancouver and whether we should anticipate similar changes in the months and years ahead. The panel is part of a VCPC series of discussions on the post-pandemic city.

The panel will consider issues such as:

How lessons learned during and after the Influenza epidemic can help inform our responses to COVID-19

How city building, architecture and urban design of Vancouver changed after the 1918 influenza epidemic, and

How the 1918 pandemic affected Indigenous, Black, Chinese, and Indo-Canadian communities, and whether these communities are experiencing similar impacts today during the COVID-19 pandemic.



Liaison Trustee Report

Name of Committee/Organization: Vancouver Heritage Commission

Liaison Trustee: Estrellita Gonzalez

Date of Meeting: September 14 and October 5, 2020

Topics Discussed Most Relevant to the VSB:

I did not attend either meeting in person or online due to commitments I had at the same time. Comments are taken from the Minutes.

The Committee passed the following motion on **October 5, 2020**:

Demolition of **Henry Hudson School** Annex Building
MOVED by Commissioner Massie SECONDED by Commissioner Gordon

WHEREAS

1. The Henry Hudson School at Cornwall Avenue between Cypress and Maple is schedule for demolition and replacement; and
2. The yellow wooden annex building at the northwest corner of the school grounds was constructed in 1912-13 as a Manual Training School, and is in good condition but is slated for demolition; and
3. The Vancouver School Board has previously entered into agreements to retain similar buildings for community purposes at General Gordon and Carleton schools.

THEREFORE BE IT RESOLVED THAT the Vancouver Heritage Commission requests staff to work with the appropriate authorities to retain the Henry Hudson School annex building and to enter into such agreements with third parties so as to ensure its continued use in the community.

CARRIED UNANIMOUSLY

Committee/Organization Actions:

Highlights of the Sept 14, 2020 meeting included:

City staff from Cultural Services provided a presentation on the Commemoration Policy. The presentation included introductory first steps, directions for public art, international and local re - examination of monuments, and inquiry questions on the City's commemorative policy. Staff also reported on emerging opportunities, current work, initial research, consultation and engagement with key stakeholders, and directions and values.



Liaison Trustee Report

Name of Committee/Organization: Renters Advisory Committee

Liaison Trustee: Estrellita Gonzalez

Date of Meeting: September 23, 2020*

Topics Discussed Most Relevant to the VSB:

Nothing directly relevant to VSB.

Committee/Organization Actions:

Edna Cho and Sarah Ellis, Planners in the Housing Policy department, provided an update to the Committee on the City's COVID-19 Housing Recovery Plan including the impacts and delays as a result of COVID-19. Staff also highlighted upcoming Council agenda items for Committee members to get involved with including brief online surveys.

Councilors Pete Fry and Jean Swanson provided commentary on the previous four motions that had been submitted to Council by the Renter's Committee.

* I did not attend the meeting; this info is from the Minutes



Liaison Trustee Report

Name of Committee/Organization: Vancouver Food Policy Committee

Liaison Trustee: Estrellita Gonzalez

Date of Meeting: September 12, 2020

Topics Discussed Most Relevant to the VSB:

Nothing directly relevant to VSB.

Committee/Organization Actions:

From City Councilor Wiebe:

- Council will consider food assets in the budget season. The goal is to provide food to as many people as possible, recognizing impact of the pandemic on the homeless and charity sector.
- Work is being done to address the food desert in South Vancouver. Advisory groups will help support the recovery.
- The COVID recovery council group has 41 recommendations with some food components (e.g. green economy, circularity/composting)

City Council Motion:

Transparent Process and Taxation for Land Banks Repurposed as Temporary Recreational Properties, carried unanimously at the June 25 City Council meeting. Reclassification of land on vacant development sites to a recreational tax class allows it to be used as a community garden and substantially reduces the property tax required. This results in a reallocation of property taxes and shifting of the tax burden. Staff will report back to City Council in Q4 2020 with recommendation and potential bylaw amendments.

Motion from the VFPC:

For the Vancouver Food Policy Council to continue being a part of the Coalition for Healthy School Food.

Carried unanimously.



Liaison Trustee Report

Name of Committee/Organization: Transportation Advisory Committee

Liaison Trustee: Lois Chan-Pedley

Date of Meeting: September 30, 2020

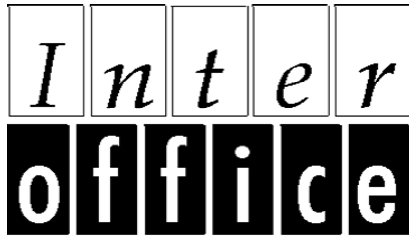
Topics Discussed Most Relevant to the VSB:

Translink presented on a bus stop balancing pilot project (adjusting the spacing between stops to improve bus trip times and reliability). Changes are being contemplated on route #02 MacDonald. I asked about spacing of bus stops potentially impacting attendance at Kitsilano Secondary; staff from Translink and CoV said stop nearest to Kits is not being moved, and that school communities will be one of the groups they will be engaging for feedback.

Committee / Organization Actions:

Committee received presentations:

- from CoV, on Granville St bridge loops/ramp redesign & Drake St improvements.
- from CoV, on Climate Emergency Action Plan. Committee will review the report and call a special meeting in October to pass a related motion.



Memorandum

vancouver school board



Date: October 6, 2020

Item 9.1

TO: Board of Education

FROM: Carmen Cho and Oliver C. Hanson, Trustees

RE: **Notice of Motion – Proposed Amendments to Policy 3, Role of the Trustee; Policy 5, Role of the Board Chair; and, Policy 8, Board Committees**

Reference to Strategic Plan:

Goal 3: Create a culture of care and shared social responsibility

Objective: Encourage and enhance practices that support cultural, emotional, physical and mental well-being

Goal 4: Provide effective leadership, governance and stewardship

Objective: Support effective communication, engagement and community partnerships

PROPOSED MOTION:

THAT the Board of Education of School District No. 39 (Vancouver) adopt the amended Policy 3, Role of the Trustee; Policy 5, Role of the Board Chair; and, Policy 8, Board Committees in the forms attached hereto as Schedules “A”, “B” and “C”, respectively.

RATIONALE:

As a member of the Board of Education of School District No. 39 (Vancouver), each trustee is expected to contribute to the Board as it carries out its legislated mandate, and to work faithfully in the cause of public education. However, a trustee must first and foremost be concerned with the interests of the Board.

In this role, it is incumbent upon the Board to ensure that trustees fully understand and adhere to the responsibilities outlined in Policy 3, Role of the Trustee. A trustee’s responsibility for advancing motions for consideration by the Board is critical to the proper functioning of the Board.

The Board Chair is responsible for maintaining the integrity of the Board's processes. Introducing clarifying wording to Policies 3 and 5 regarding the timing and advancement of motions will allow for greater transparency and increase confidence in the Board's processes.

Board standing committees play an important role in an advisory capacity to the Board. Introducing clarifying wording to Policy 8 ensures that these committees function in an efficient and structured way, while still maintaining the critical role that delegations play in assisting trustees in their decision-making process.

Schedule “A”

Policy 3

ROLE OF THE TRUSTEE

Trustees are elected in accordance with the Local Government Act and the Vancouver Charter. The British Columbia School Act prescribes eligibility requirements for running for the office of School Trustee.

The role of the Trustee is to contribute to the Board as it carries out its legislated mandate. The oath of office taken by each Trustee when he or she assumes office binds that person to work diligently and faithfully in the cause of public education. A Trustee must first and foremost be concerned with the interests of the school Board.

The Board of Education is a corporation. The decisions of the Board in a properly constituted meeting are those of the corporation. The School Act gives no individual authority to trustees. As members of the Board, trustees are accountable to the public for the collective decisions of the Board, and for the delivery and quality of educational services. A Trustee must serve the community as an elected representative, but the Trustee’s primary task is to act as a member of a Board. School Board trustees collectively and individually have a public duty to carry out their responsibilities and the work of the Board in good faith and with reasonable diligence. Trustees have one overarching responsibility – a shared public duty to advance the work of the school Board. A Trustee’s fiduciary duties are owed to the school Board (not to themselves, their family or friends) which is, in turn, accountable to the electorate.

A Trustee who is given authority to act on behalf of the Board may carry out duties individually but only as an agent of the Board. In such cases, the actions of the Trustee are those of the Board, which is then responsible for them. A Trustee acting individually has only the authority and status of any other citizen of the District.

The Board shall indemnify a Trustee in accordance with Policy 16 Indemnification By-Law.

Specific Responsibilities of Individual Trustees

The Trustee shall:

1. Become familiar with District policies and procedures, meeting agendas and reports in order to participate in Board business.
2. Support a majority vote of the Board to advance the work of the Board and monitor progress to ensure decisions are implemented.
3. Refer governance queries, issues and problems not covered by Board policy to the Board for discussion and decision.
4. Refer administrative matters to the Superintendent.
5. Arrange personal contact with staff through the Superintendent, as applicable.

6. Upon receiving a complaint or an inquiry from a parent, staff member or community member about operations, will refer the parent, staff member or community member back to the teacher, Principal, or District Office personnel, as applicable, and will inform the Superintendent of this action.
7. Keep the Board and the Superintendent informed in a timely manner of all matters coming to their attention that might affect the District.
8. Provide the Superintendent with counsel and advice, giving the benefit of the Trustee's judgment, experience and familiarity with the community.
- ~~9.~~ Attend meetings of the Board; participate in, and contribute to, the decisions of the Board in order to provide the best solutions possible for the education of students within the District.
- ~~9-10.~~ Present notices of motion or urgent motions (as defined in Policy 5, Role of the Board Chair) for consideration by the Board. Notices of motion must be submitted to the Board, the Superintendent and the Secretary Treasurer by no later than noon on the Thursday prior to the public board meeting to be included in the Board meeting agenda. Notices of motion may be referred to the appropriate standing committee by the mover of the motion without debate or the majority vote of the Board. Notices of motion may not be brought in the first instance to a standing committee.
- ~~10-11.~~ Attend committee meetings or meetings as a Board representative, as assigned, and report to the Board in a timely manner.
- ~~11-12.~~ When delegated responsibility, will exercise such authority within the defined terms of reference in a responsible and effective way.
- ~~12-13.~~ Participate in Board/Trustee development sessions so that the quality of leadership and service in the District can be enhanced.
- ~~13-14.~~ Strive to develop a positive and respectful learning and working culture both within the Board and the District.
- ~~14-15.~~ Continue to carry out duties with integrity and responsibility during an election period.
- ~~15-16.~~ Always adhere to the Trustee Code of Conduct.

Orientation

As a result of elections, the Board may experience changes in membership. To ensure continuity and facilitate a smooth transition from one Board to the next following an election, trustees must be adequately briefed concerning existing Board policy and practice, statutory requirements, initiatives and approved plans.

The Board believes an orientation program is necessary for effective trusteeship.

1. The District will offer an orientation program for all trustees following an election that provides information on:

- 1.1 Role of the Trustee and the Board;
 - 1.2 Organizational structures and procedures of the District;
 - 1.3 Board policy, agendas, meetings and minutes;
 - 1.4 Existing District initiatives, annual reports, budgets, financial statements and long-range plans;
 - 1.5 District programs and services;
 - 1.6 Board's function as an appeal body;
 - 1.7 Statutory and regulatory requirements, including responsibilities with regard to conflict of interest; and
 - 1.8 Trustee remuneration and expenses.
2. The District will provide financial support for trustees, as part of their professional development allocation, to attend British Columbia School Trustees Association sponsored orientation seminars.
 3. The Board Chair and Superintendent are responsible for ensuring the development and implementation of the District's orientation program for trustees. The Superintendent shall ensure each Trustee has access to the Board Policy Handbook and Administrative Procedures Manual at the organizational meeting following a general election or at the first regular meeting of the Board following a by-election.

Legal Reference: Sections 49, 50, 52, 65, 85 School Act
Local Government Act

Policy 3 - Appendix

SERVICES, MATERIALS AND EQUIPMENT PROVIDED TO TRUSTEES

Trustees shall be provided with the following:

1. A parking pass
2. A professional development allocation
3. An I-Pad or laptop
4. Reimbursement of cell phone costs
5. Compensation
6. Director and officers' liability insurance
7. A building entry fob and key to the trustee lounge
8. A VSB email account
9. Administrative support through the secretary-treasurer's office

Schedule “B”

Policy 5

ROLE OF THE BOARD CHAIR

The Board of Education shall at its inaugural and each annual meeting elect one of its members to serve as Board Chair, to hold office at the pleasure of the Board.

The Board entrusts to its Chair primary responsibility for safeguarding the integrity of the Board's processes and representing the Board to the broader community.

The Board acknowledges that the Chair exercises the same right as other individual members of the Board to offer recommendations/motions, to discuss questions and to cast a single vote thereon.

The Chair will recognize that no individual authority exists for the Chair to either make decisions beyond policy created by the Board or to supervise or direct staff.

The Board delegates and assigns to the Chair the following powers and duties:

1. Prior to each Board meeting, to confer with the Vice-Chair, the Superintendent and the Secretary-Treasurer on the items included on the agenda, and to become thoroughly familiar with them.
2. To preside over all Board meetings and ensure that such meetings are conducted in accordance with the School Act, the bylaws, policies and procedures as established by the Board, and, subject to the Bylaws, *Robert's Rules of Order*.
3. To perform the following duties during Board meetings:
 - 3.1 Maintain the order and proper conduct and decorum of the meeting so that motions may be formally debated;
 - 3.2 To ensure that issues being presented for the Board's consideration are clearly articulated and explained.
 - 3.3 Display firmness, courtesy, tact, impartiality and willingness to give everyone an opportunity to speak on the subject under consideration in order that a board decision can be reached
 - 3.4 To direct the discussion by trustees to the topic being considered by the Board.
 - 3.5 Decide questions of order and procedure, including the hearing of urgent motions, subject to an appeal to the rest of the Board. For clarity, an “urgent motion” is defined as any motion that is not on the Board meeting agenda and addresses a matter that, if delayed until the next Board meeting, will negatively impact the Board’s ability to influence policy or an educational matter.

3.53.6 The Chair will speak to points of order in preference to other members.

3.63.7 Determine disposition of each motion by a formal show of hands.

4. To convey directly to the Superintendent any concerns or questions as are related to the Chair by trustees, parents, students or employees which may significantly affect the administration of the District.
5. To be in regular contact with the Superintendent to maintain a working knowledge of current issues and events within the District.
6. To bring to the Board all matters requiring a decision of the Board.
7. To act as chief spokesperson for the Board by stating positions consistent with Board decisions and policies (except for those instances where the Board has delegated this role to another individual or group).
8. To act as an ex-officio member of all committees appointed by the Board.
9. To act as a signing officer for the District.
10. To serve as an officer of the Board authorized to witness the use of the Board's corporate seal.
11. To represent the Board, or arrange alternative representation, at Board events, meetings with other levels of government or other organizations or at hearings. When representing the Board at official meetings or in an official function, the Chair is limited to speaking for positions the Board has determined through passing motions. The Chair will bring back issues to the Board for consideration if the Board has not yet adopted motions on the matter or provided direction. The Chair will share with the board all information from meetings with other levels of government or external organizations at which the Chair attended as the Board's representative.
12. To ensure that the Board engages in regular assessments of its effectiveness as a Board.
13. To coordinate the process for Trustee appointments to standing committees, school liaison appointments and representatives to organizations and other Board committees.
14. Address inappropriate behaviour on the part of a Trustee as per Policy 4 sanctions.

Legal Reference: Sections 65, 67, 69, 70, 85 School Act

Schedule “C”

Policy 8

BOARD COMMITTEES

The Board will establish standing committees and may establish ad hoc committees of the Board when necessary to assist it with governance functions. When a committee is established the Board shall define the committee’s purpose, powers and duties, membership (up to four Board members and one alternate member) and meetings. Committees of the Board shall never interfere with the delegation of authority from Board to Superintendent. The Board may delegate specific powers and duties to committees of the Board that are established by the Board, subject to the restrictions on delegation in the School Act.

The primary purpose of all committees of the Board shall be to act in an advisory capacity to the Board. Unless specific powers have been delegated by the Board the power of all committees shall be limited to making recommendations to the Board and shall not include that of acting on behalf of the Board unless specifically authorized by Board motion for individual issues.

The adoption of committee recommendations by the Board is not automatic. Committees can expect the Board to carefully examine and consider that their recommendations are well founded and thought out.

Standing Committees

The Board has a strong commitment to ethical conduct. This includes the responsibility of committee members to conduct themselves with appropriate decorum and professionalism. It is the responsibility of the Chair of Standing Committee to see that decorum is maintained at Committee meetings so that:

- i. All members/delegates request to speak through the chair.
- ii. Stakeholder representatives and Trustees perspectives, participation and debate are encouraged. Civility towards others is necessary.
- iii. The Committee requires, acknowledges and appreciates staff reports. It is imperative that staff is able to submit objective reports without influence or pressure.
- iv. It is important to refrain from personal inflammatory/accusatory language/action.
- v. Committee Members, Trustees, representatives and /staff are to present themselves in a professional and courteous manner.

The Chair of a Standing Committee shall set the agenda for each committee meeting in cooperation with the Board Chair and the Secretary Treasurer, and shall place all committee recommendations approved by majority vote of the committee members before the Board at a regular business meeting of the Board in the form of a proposed motion.

Action of any Standing Committee shall not be binding until formally approved by the Board unless the Board by a majority vote gives the Standing Committee power to act.

Any committee member may request, in writing, changes to the agenda within twenty-four hours of a committee meeting. The Chair of the Standing Committee has the sole discretion to accept or reject the proposed change(s) to the meeting agenda as the first order of business at the committee meeting.

Any member of the Board may attend standing committee meetings and participate in discussions, but only appointed members of the Standing Committee may vote.

Matters that the Board has directed to a Committee for action must take precedence over any other Committee business.

The Superintendent shall appoint resource personnel to work with committees and the Superintendent shall determine the roles, responsibilities, and reporting requirements of the resource personnel.

The Superintendent shall keep the Chair of each of the Standing Committees informed of matters within the jurisdiction of the Standing Committee.

The Chair of a Standing Committee may make motions and speak to any question during committee meetings without leaving the Chair. Otherwise, the rules applying to regular or special meetings of the Board shall be observed.

Recommendations of Standing Committees may be proposed by any member of the Committee and do not require a seconder.

Any use of recording devices shall not interfere with the conduct of the meeting and may be discontinued at the direction of the Chair.

The Board invites the following to attend standing committee meetings:

- One representative of the following employee groups:
 - the Vancouver Elementary School Teachers' Association
 - the Vancouver Secondary Teachers' Association
 - the Vancouver Elementary Principals' and Vice Principals' Association
 - the Vancouver Association of Secondary School Administrators
 - the Professional and Administrative Staff Association
 - the Canadian Union of Public Employees, Local 407
 - the International Union of Operating Engineers, Local 963
 - the Canadian Union of Public Employees, Local 15/Vancouver Municipal Education and Community Worker;
- One representative of the following non-employee groups:

- District Parent Advisory Council; and
- Vancouver District Students' Council.

1. Policy and Governance Committee

1.1 Purpose/Function:

- 1.1.1 To ensure the Board Policy Handbook is kept current.
- 1.1.2 To facilitate Board capacity building, continuous improvement, accountability, and effective working relationship with the Superintendent.
- 1.1.3 To facilitate the Board's effective advocacy/influence.
- 1.1.4 To review and provide recommendations to the Board in regard to assigned governance matters.

1.2 Powers and Duties:

- 1.2.1 Develop and recommend draft policy positions for submission to the BCSTA Annual General Meeting.
- 1.2.2 Ensure the annual facilitated Board Self Evaluation is carried out in a timely manner and in accordance with Policy. Subsequent to the annual evaluation monitor implementation of the agreed upon actions.
- 1.2.3 Annually develop an Advocacy/Influence Plan, recommend the plan to the Board and monitor the implementation of the agreed upon plan.
- 1.2.4 Annually make recommendations for building governance capacity of the Board and ensure approved actions are implemented.
- 1.2.5 On an ongoing basis identify motions which are intended to have continuing effect and ensure they are integrated into existing or new policy statements.
- 1.2.6 Ensure Board Policies are reviewed on a schedule such that all Policies in the Board Policy Handbook are reviewed at least once in a four year term. Make recommendations to the Board regarding policy revisions.
- 1.2.7 Policy or Governance Matters Referred to the Committee by the Board:
 - 1.2.7.1 Review matters referred and make recommendations as requested.

1.3 Membership (4)

- 1.3.1 The Chair of the committee and committee members, including the alternate committee member, shall be appointed by the Board on the recommendation of the Chair of the Board after the Chair of the Board has consulted with the other trustees.

1.3.2 If absent, the Chair of the Committee shall designate a member to act as Chair. Such appointee shall assume all powers and duties of the Chair when acting as such.

1.3.3 A quorum shall be a majority of the members.

1.3.4 The Chair of the Committee shall preside and may vote on all questions submitted.

1.4 Meetings:

1.4.1 1.4.1 The Committee shall meet six times per year unless items referred to the Committee by the Board necessitate additional meetings.

2. Facilities Planning Committee

2.1 Purpose/Function:

2.1.1 To review and provide recommendations to the Board in regard to assigned facilities planning matters.

2.2 Powers and Duties:

2.2.1 School Closures:

2.2.1.1 Review the materials provided by senior staff to the Board regarding a possible school closure and provide a recommendation to the Board as to whether the committee supports the possible closure advancing to the school closure public consultation process phase.

2.2.2 Naming and Renaming Schools:

2.2.2.1 Within the constraints of Board direction provided at the outset of any potential school naming or renaming process provide recommendations to the Board.

2.2.3 Student Enrolment:

2.2.3.1 Annually review enrolment and enrolment trends and the potential impact on capital planning, student accommodation and catchment changes.

2.2.4 Capital Planning:

2.2.4.1 Annually review and make recommendations regarding the draft five year capital plan for submission to the BC Ministry of Education.

2.2.5 Long Range Facilities Plan:

2.2.5.1 Annually review and make recommendations regarding the draft long range facilities plan for submission to the BC Ministry of Education.

2.2.6 Facilities Planning Matters Referred to the Committee by the Board:

2.2.6.1 Review matters referred and make recommendations as requested.

2.3 Membership (4)

2.3.1 The Chair of the committee and committee members, including the alternate committee member, shall be appointed by the Board on the recommendation of the Chair of the Board after the Chair of the Board has consulted with the other trustees.

2.3.2 A quorum shall be a majority of the members.

2.3.3 The Chair of the Committee shall preside and may vote on all questions submitted.

2.3.4 If absent the Chair of the Committee shall designate a member to act as Chair. Such appointee shall assume all powers and duties of the Chair when acting as such.

2.4 Meetings:

2.4.1 The Committee shall meet six times per year unless items referred to the committee by the board necessitate additional meetings.

3. Student Learning and Well-Being Committee

3.1 Purpose/Function:

3.1.1 To review student learning and well-being indicators, and where warranted provide recommendations to the Board.

3.2 Powers and Duties:

3.2.1 Strategic Planning and Reporting: Annually review the Strategic Planning Accountability Report acknowledging accomplishments and if deemed appropriate recommend revisions to the plan.

3.2.2 Annually review the Student Learning Accountability Report, identify and acknowledge accomplishments, identify opportunities for improving student learning and report observations to the Board.

3.2.3 Annually review the Student Well-being Accountability Report, identify and acknowledge accomplishments, identify opportunities for improving student learning and report observations to the Board.

- 3.2.4 Annually review the Indigenous Education Enhancement Agreement, identify and acknowledge accomplishments, identify opportunities for improving student learning and report observations to the Board.
- 3.2.5 Review and make recommendations to the Board regarding proposed Board Authority Authorized Courses.
- 3.2.6 Student Learning or Student Well-Being Matters Referred to the Committee by the Board:
 - 3.2.6.1 Review matters referred and make recommendations as requested.
- 3.2.7 Review and make recommendations regarding the implementation and cessation of District programs and approve changes in fees for those programs that charge fees.
- 3.2.8 Review and make recommendations to the Board in regard to:
 - 3.2.8.1 the District calendar and
 - 3.2.8.2 Local school calendar proposals.

3.3 Membership: (4)

- 3.3.1 The Chair of the committee and committee members, including the alternate committee member, shall be appointed by the Board on the recommendation of the Chair of the Board after the Chair of the Board has consulted with the other trustees.
- 3.3.2 A quorum shall be a majority of the members.
- 3.3.3 The Chair of the Committee shall preside and may vote on all questions submitted.
- 3.3.4 If absent the Chair of the Committee shall designate a member to act as Chair. Such appointee shall assume all powers and duties of the Chair when acting as such.

3.4 Meetings:

- 3.4.1 The Committee shall meet six times per year unless items referred to the Committee by the Board necessitate additional meetings.

4. Personnel Committee

4.1 Purpose/Function:

- 4.1.1 To ensure ongoing, appropriate recognition, and acknowledgements are provided by the Board and a productive, and caring work environment permeates the District.

4.1.2 To provide a forum to provide for discussion of the unintended consequences associated with personnel related Administrative Procedures, and collective agreement clauses.

4.1.3 To provide a forum for discussion of personnel related issues such as, but not limited, to sick leave, attendance, staff turnover/retention patterns, recruitment issues and health and safety issues.

4.2 Powers and Duties:

4.2.1 Annually review the Superintendent's Personnel Accountability Report including trends and issues and directions.

4.2.2 Recommend worthy VSB candidates to be nominated for awards and recognition external to the District.

4.2.3 Review section 400 "Personnel and Employee Relations" Administrative Procedures and provide feedback when warranted.

4.2.4 Personnel Matters Referred to the Committee by the Board:

4.2.4.1 Review matters referred and make recommendations as requested.

4.3 Membership: (4)

4.3.1 The Chair and members, including the alternate committee member, shall be appointed by the Board on the recommendation of the Chair of the Board after the Chair has consulted with the other trustees.

4.3.2 A quorum shall be a majority of the members.

4.3.3 The Chair of the Committee shall preside and may vote on all questions submitted.

4.3.4 If absent the Chair of the Committee shall designate a member to act as Chair. Such appointee shall assume all powers and duties of the Chair when acting as such.

4.4 Meetings:

4.4.1 The Committee shall meet six times per year unless items referred to the Committee by the Board necessitate additional meetings.

5. Finance Committee

5.1 Purpose/Function:

5.1.1 To assist the Board in being fiscally responsible.

5.2 Powers and Duties:

- 5.2.1 Annually make recommendations to the Board regarding its submission to the Select Standing Committee on Finance and Government Services.
- 5.2.2 Provide input regarding the budget development process.
- 5.2.3 Make recommendations regarding school fees.
- 5.2.4 By reviewing quarterly financial reports make recommendations for increasing value for money including: reducing costs, increasing revenue, eliminating or reducing resource allocations where commensurate results are not being achieved, disposal of assets, and increasing benefits without increasing costs.
- 5.2.5 Fiscal Matters Referred to the Committee by the Board:
 - 5.2.5.1 Review matters referred and make recommendations as requested.

5.3 Membership: (4)

- 5.3.1 The Chair and members, including the alternate committee member, shall be appointed by the Board on the recommendation of the Chair of the Board after the Chair has consulted with the other trustees.
- 5.3.2 A quorum shall be a majority of the members.
- 5.3.3 The Chair of the Committee shall preside and may vote on all questions submitted.
- 5.3.4 If absent the Chair of the Committee shall designate a member to act as Chair. Such appointee shall assume all powers and duties of the Chair when acting as such.

5.4 Meetings:

- 5.4.1 The Committee shall meet six times per year unless items referred to the Committee by the Board necessitate additional meetings.

6. Standalone Audit Committee

6.1 Purpose

- 6.1.1 The purpose of the Committee is to assist the Board of Education in fulfilling its responsibilities in relation to:
 - 6.1.1.1 Overseeing the School District's financial reporting process and its internal control structure, and report its findings to the Board of Education. This task is facilitated by asking questions about the quality of work done by management, participating in the audit planning and reporting processes, understanding and reviewing the aspects of the operation that put the School District at risk, and the District's preparedness to face that risk.

It summarizes its findings and recommendations so that the Board can make informed decisions.

- 6.1.1.2 Maintaining direct lines of communications with the Superintendent and with the external auditors.
- 6.1.1.3 Monitoring the scope and costs of the activity of the external auditors and assessing their performance.
- 6.1.1.4 Recommending to the Board the terms of engagement for the external Auditor.

6.2 Powers and Duties

- 6.2.1 Review the audited financial statements and recommend approval of the audited statements by the Board.
- 6.2.2 Review the External Auditor's assessment of managements risk mitigation strategies and the appropriateness of internal controls with a focus on safeguarding District assets.
- 6.2.3 Review the "Auditor's Management Letter" with the Auditor and assess Management's action plan to address concerns and follow up on the implementation of the auditor's letter of recommendations including ensuring the Board directs by motion the recommendations to be implemented, and ensuring any deficiencies identified in the audit report and management letter are addressed in a timely manner to the satisfaction of the external auditor.
- 6.2.4 Review the nature and extent of other services provided by the auditor in relation to auditor independence and ensure the auditor presents information relative to those Fiscal Quality Indicators contained in Policy 12 which the audit committee determines can be best assessed by the external auditor.
- 6.2.5 Monitor the development of and changes to accounting principles and practices and financial reporting standards, and their impact on the School District's financial reporting.
- 6.2.6 Review proposed terms of engagement for the external auditor and make recommendations to the board regarding such terms of engagement. Oversee the engagement of external auditors including the terms of the audit engagement and appropriateness of proposed fees.
- 6.2.7 At least once a year meet with the external auditors at a Private Meeting, without staff members present.
- 6.2.8 Make enquires of the Auditor which members of the Committee believe are necessary to discharge its fiduciary responsibilities.
- 6.2.9 Make recommendations to the Board regarding appointment of external auditor and review external audit services at least every three years.

6.2.10 Make recommendations re the appointment of the District Banker and review banking services at least every three years.

6.2.11 Review quarterly financial reports and related information.

6.2.12 Review Budget assumptions and budget priorities that provide a framework for the preparation of the annual District budget and to be approved by the Board of Education in conjunction with senior administration.

6.2.13 Review the draft District budget as prepared by the administration.

6.2.14 As appropriate make policy recommendations to the Board related to the role of the audit committee.

6.3 Membership (4):

6.3.1 The Chair and members, including the alternate committee member, shall be appointed by the Board on the recommendation of the Chair of the Board after the Chair has consulted with the other trustees.

6.3.2 The Committee Chair shall be one of the trustee members, appointed by the Chair.

6.3.3 A quorum shall be a majority of the members.

6.3.4 Resource personnel: Up to two members of the public with one such public member holding an accounting designation may be appointed as a resource to the audit committee. Public members will be appointed by the Board for a term of two years with the possibility of a second two-year term extension, at the will of the Board.

6.3.5 Staff resources, though selected by the Superintendent, shall normally include the Superintendent, and Secretary Treasurer.

6.4 Meetings

6.4.1 The Committee shall meet at least four times a year.

Delegations to Standing Committee Meetings

The purpose of delegations at Standing Committee Meetings is to inform the decision-making process of the Trustees.

Procedures for Delegations to Committee Meetings

- Delegations may be heard by a Standing Committees at the discretion of the committee Chair in consultation with the assigned staff resource person.
- A delegation wishing to appear must submit to the committee Chair and/or the Secretary-Treasurer a request in writing stating the matter they wish to bring before the Committee and, if a written brief or PowerPoint is to be presented, a copy of the brief or PowerPoint, and the name of the spokesperson for the delegation. The Secretary Treasurer shall forward the request to the Chair of the committee, if the Chair is not otherwise apprised of the request, who shall in consultation with the assigned staff resource person determine whether the purpose of the proposed delegation is to inform the decision-making process of the trustees and if so, to accept the delegation.~~the delegation request is accepted.~~ In exercising their discretion, the Chair of the committee may request from the delegation a brief summary of their proposed statement to the committee. The Chair of the committee does not have the discretion to accept delegations who wish to speak to operational matters of the Vancouver School Board or matters which could be the subject of an appeal pursuant to Policy 13 and section 11 of the School Act, or any other delegation whose primary purpose of addressing the committee is to make personal, inflammatory or accusatory comments or criticisms of individual trustees or the Board.
- The request and all supporting material must be received at the Education Centre at least three days prior to the regularly scheduled date of the Committee meeting. In exceptional circumstances the Chair in consultation with the assigned staff member may waive the three day notice requirement.
- If a delegation has already presented its brief to a Standing Committee meeting, its request to appear again before any Standing Committee may be denied unless the delegation has new information that is significantly different from the information already presented. Such information must be provided in writing to the Secretary-Treasurer.
- If a delegation is to appear before a Standing Committee of the Board, the following procedures will be followed:
 - The spokesperson of the delegation will be informed of the date and time of the meeting at which the response to their brief is to be discussed by the Committee, and copies of the response will be made available.
 - Time allotted for the delegation's presentation will be ~~fiveten~~ minutes; however, the Committee may extend this period up to a maximum of 10 minutes if the Chair in consultation with Committee members feels that an extension of time is necessary in order to permit the delegation to give a complete outline of its position on the matter before the Committee. Notwithstanding any extension of time, the time allotted for all delegations must not exceed forty-five minutes.

- The spokesperson should present the delegation's position to the Committee; however, comments from other members of the delegation will be welcomed.
- Committee members may direct questions for clarification to the spokesperson for the delegation; however, the matter will not be debated (the Committee Chair may permit more detailed discussion than that permitted if the delegation was appearing before the Board).
- The Committee may decide to defer its consideration of the matter to a future meeting; if the matter is deferred to a future Committee meeting and is to be considered in open session, the spokesperson for the delegation will be advised of the time and place of the Committee meeting and the Board meeting at which the committee report will be considered so that they or other members of the delegation may attend the meeting(s), but it must be noted that the representative(s) may not enter into the debate.
- If the Committee decides to discuss the matter at the meeting at which the delegation was heard, the members of the delegation may remain but may not participate in the debate.
- A Committee Chair may waive the notice requirement (the request and all supporting material must be received at the Education Centre at least four days prior to the day of the Committee meeting) if the Committee Chair considers the matter to be an urgent item.
- The Board's communications staff in the Office of the Superintendent of Schools is available to advise delegations regarding presentation procedures.

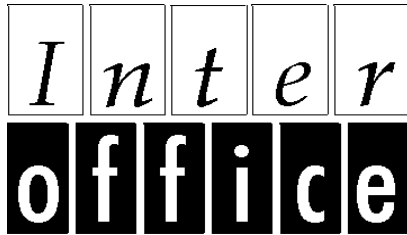
Ad Hoc Committees

Ad hoc committees may be established to assist the Board on a specific project for a specific period of time. The terms of reference for each ad hoc committee will be established by Board motion at the time of the formation. Such ad hoc committees shall cease to exist when the purpose has been achieved. The Chair of the Board shall appoint membership and the Chair of the ad hoc committee.

Resource Personnel

The Superintendent shall appoint resource personnel to work with committees and the Superintendent shall determine the roles, responsibilities, and reporting requirements of the resource personnel.

Legal Reference: Section 65, 85 School Act



Memorandum
vancouver school board



Item 9.2

Date: October 26, 2020

TO: Board of Education

FROM: Allan Wong, Trustee

RE: Notice of Motion – Olympic Village Elementary School

REFERENCE TO STRATEGIC PLAN:

Goal 2: Build capacity in our community through strengthening collective leadership

Objective:

- Enhance and support opportunities for parental engagement

Goal 4: Provide effective leadership, governance, and stewardship

Objective:

- Implement the recommendations of the Long Range Facilities Plan
- Effectively utilize school district resources and facilities.
- Support effective communication, engagement, and community partnerships.
- Advocate for public education.
- Implement the recommendation of the Sustainability Action Plan

PROPOSED MOTION:

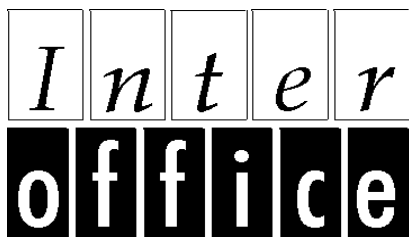
That the Vancouver Board of Education write to the City of Vancouver to formally transfer, at a nominal cost, the parcel of land for the school site in Olympic Village to the Vancouver School District. The letter to be copied to all Vancouver MLAs and the Minister of Education.

RATIONALE:

WHERE AS multiple provincial candidates recently made the announcement for the construction of the Olympic Village Elementary School

WHERE AS the VSB has had Olympic Village as our priority for school expansion over several 5-year capital plan submissions.

WHERE AS it is critical to ensure nothing impedes the Olympic Village Elementary School construction timeline of either the City, Province or the School District.



Memorandum

vancouver school board



Item 9.3

Date: October 22, 2020
TO: Board of Education
FROM: Janet Fraser, Trustee
RE: Notice of Motion – COVID Funding

REFERENCE TO STRATEGIC PLAN:

Goal 1: Engage our learners through innovative teaching and learning practices.

- Provide increased opportunities to connect students to their learning.

Goal 3: Create a culture of care and shared social responsibility.

- Encourage and enhance practices that support cultural, emotional, physical and mental well-being.

Goal 4: Provide effective leadership, governance and stewardship.

- Effectively utilize school district resources and facilities.
- Advocate for public education.

PROPOSED MOTION:

That the Vancouver Board of Education write letters to:

- 1) the Prime Minister to request that adequate and stable funding for schools to respond to the COVID pandemic be included in the next Federal budget, and*
- 2) to the new Minister of Education to request that adequate and stable funding for schools to respond to the COVID pandemic be included in the next Provincial budget.*

And that the Vancouver Board of Education invite VSB stakeholders to co-sign the letters.

And that the Vancouver Board of Education invite Vancouver MPs and MLAs to meet with our board to discuss the impacts of the COVID pandemic in our district.

RATIONALE:

In our role as trustees it is imperative that we advocate for public education and speak to the need for adequate funding to support student success for every student. During the COVID pandemic public education has fundamentally changed and resulted in learning loss for students, with vulnerable students being the most impacted.

In the 2020-2021 school year our District has been allocated additional federal and provincial COVID funding:

- \$3,556,154 from the Provincial Safe Return to School Grant
- \$9,177,259 from phase one of the Federal Safe Return to Class Grant, and an anticipated additional \$9,177,259 in January 2021 from phase two of this grant

These funds will be used for:

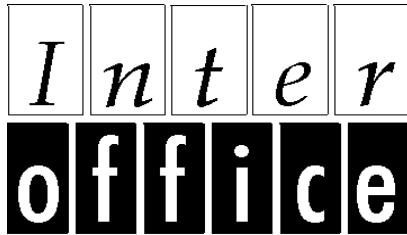
- Health and Safety, including improvements to ventilation systems, additional cleaning time and hand sanitizer
- Communications and Connections, including additional counselling support for students and mental health and well being supports for students and staff
- Learning for All, including additional teaching staff, technology, support for Indigenous students' remote learning and outdoor learning resources/supplies

The reality is that this additional funding could have been spent many times over. The reality is that the Vancouver trustees continually advocate for the stable and adequate funding needed to deliver the provincial public education mandate to the best of our ability. A recent example is our June 2020 [submission](#) to the Select Standing Committee on Finance and Government Services for the provincial Budget 2021 we highlighted the need to:

1. Increase supplemental funding grants for students with special needs and students struggling with mental health issues
2. Provide additional funding to address racism and discrimination
3. Ensure that the Ministry of Education's funding formula review for school districts results in stable, predictable, and adequate funding
4. Address concerns about the impacts of COVID-19 on school district operations
5. Increase funding to school districts to support Indigenous Learners

As trustees we work closely and collaboratively with VSB stakeholders to equitably support student learning to the best of our collective ability and so invite stakeholders to consider co-signing these letters.

We also endeavour to build good working relationships with Vancouver MPs and MLAs and so inviting them to meet to discuss the impacts of COVID will enhance our advocacy for Vancouver's students.



Memorandum

vancouver school board



Item 9.4

Date: October 26, 2020

TO: Board of Education

FROM: Barb Parrott, Trustee

RE: Motion in support of šxʷwəqʷəθət Crosstown Elementary

REFERENCE TO STRATEGIC PLAN:

Goal 3: Create a culture of care and shared social responsibility

Objective:

- Encourage and enhance practices that support cultural, emotional, physical, and mental well-being
- Support collaborative relationships with community partners that enhance student learning and well-being

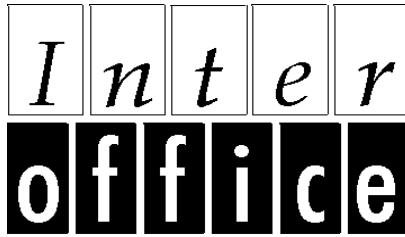
PROPOSED MOTION:

That the Board support the šxʷwəqʷəθət Crosstown Elementary School PAC's requests for a school zone (30 km/hr) on Expo Boulevard and for an agreement to use the parking lot on the south side of Expo Boulevard between Carrall and Abbott for 15 minute parking for drop off and pick up, and

That the City be informed of our support.

RATIONALE:

The šxʷwəqʷəθət Crosstown community have been advocating for a long time for safety measures to be put in place to protect our students arriving and departing from school. These are two excellent requests from the PAC which we can support.



Memorandum
v a n c o u v e r s c h o o l b o a r d



Item 9.5

Date: October 26, 2020
TO: Board of Education
FROM: Barb Parrott, Allan Wong & Carmen Cho - Trustees
RE: Notice of Motion – Strathcona School Grounds

REFERENCE TO STRATEGIC PLAN:

Goal 2: Build capacity in our community through strengthening collective leadership

Objective:

- Enhance and support opportunities for parental engagement

Goal 3: Create a culture of care and shared social responsibility

Objective:

- Support collaborative relationships with community partners that enhance student learning and well-being

Goal 4: Provide effective leadership, governance, and stewardship

Objective:

- Develop and implement a long-term financial planning model.
- Effectively utilize school district resources and facilities.
- Support effective communication, engagement, and community partnerships.
- Advocate for public education.

PROPOSED MOTION:

That the Board advocate to the provincial government for an increase to the Annual Facilities Grant (AFG) to specifically address school site upgrades to ensure minimal acceptable play field standards, and healthy and safe levels on school grounds across all District school sites.

That the Board reach out to the City of Vancouver Heritage Commission to initiate a conversation about options for a Heritage A school building which is seismically unsafe building in disrepair.

That the VSB Advocacy Committee be asked to develop, with support from our Communications Department, an awareness campaign to highlight student/staff safety in school zones.

RATIONALE:

In discussions with Strathcona PAC and seeing the situation that exists, we believe that these are initial steps that we can take to provide for a safe outdoor environment. We believe that the campaign to draw attention for playgrounds to be safe places, i.e, no needles, no loitering, no littering, etc., would be a benefit for all of our schools.