



# Burnaby D.P.A.C. AGM Minutes

May 16, 2018

Burnaby Central Secondary School  
6011 Deer Lake Parkway  
Burnaby, BC

## Attendance:

### Schools by Zone

#### **Brentwood North**

- Alpha
- Burnaby North
- Aubrey
- Brentwood Park
- Confederation Park
- Capitol Hill
- Gilmore
- Kitchener
- Lochdale
- Montecito
- Parkcrest
- Rosser
- Sperling
- Westridge

#### **Cariboo Lougheed**

- Burnaby Mountain
- Cariboo Hill
- Armstrong
- Cameron
- Forest Grove
- Lyndhurst
- Seaforth
- Second Street
- Stoney Creek
- Twelfth Avenue
- University Highlands

#### **Central West**

- Burnaby Central
- Moscrop
- Brantford
- Buckingham
- Cascade Heights
- Chaffey-Burke
- Douglas Road
- Gilpin
- Inman
- Lakeview
- Marlborough
- Morley

#### **Kingsway South**

- Burnaby South
- Byrne Creek
- Clinton
- Edmonds
- Glenwood
- Maywood
- Nelson
- South Slope
- Stride Avenue
- Suncrest
- Taylor Park
- Windsor

### District Staff

Gina Niccoli-Moen, Superintendent  
Heather Hart, Assistant Superintendent  
Wanda Mitchell, Assistant Superintendent  
Peter Dubinsky, Director of Instruction  
Garth Errico, Director of Instruction  
Brandon Curr, District Principal, Aboriginal Education

Bryn A. Williams, Program Consultant, Visual & Performing Arts  
Donna Morgan, Program Consultant, Math & Science  
Paul Arthur, Program Consultant, Career Education  
Tanis Anderson, Program Consultant, Literacy

### Board of Education

- Ron Burton, Chair (Central West)
- Baljinder Narang, Vice Chair (Kingsway South)
- Katrina Chen (Brentwood North)
- Mei Ling Chia (Brentwood North)

- Larry Hayes (Cariboo Lougheed)
- Harman Pandher (Central West)
- Gary Wong (Kingsway South)

### DPAC Executive:

- Kristin Schnider, Chair (Cariboo Lougheed)
- Jen Mezei, Vice Chair (Cariboo Lougheed)
- Jocelyn Schonekess, Secretary (Central West)
- Calvin Taplay, Treasurer (Brentwood North)

### Members at Large

- Shams Chowdhury (Kingsway South)
- Stace Dayment (Brentwood North)
- Dave Dye (Cariboo Lougheed)
- Herman Louie (Central West)
- Ashley Sandquist (Kingsway South)

Guest: Vicky Ma, Minutes

## **1. Welcome and Introductions: *Kristin Schnider, DPAC Chair***

- Meeting was called to order at 7:04 pm.
- DPAC representatives were welcomed, and district senior administrative staff, and trustees present were introduced. A gift bag from Landscape Structures was given away as a door prize.

## 2. The Redesigned Curriculum Realized in Burnaby: SD 41

### *District Staff Development Team*

The district staff development team ran 100 learning sessions for teachers this year, with around 1400 teachers participating. The focus of this year's professional development is on inclusion, inquiry, and Indigenous education. Each team member presented highlights of how the new curriculum is being realized in classrooms in Burnaby.

### **Indigenous Education**

#### *Brandon Curr, District Principal, Aboriginal Education*

- Historical context was provided for current focus of bringing Indigenous education into curriculum, from the Constitution Act in 1982, to the most recent Office of the Auditor General Report in 2015, calling all districts to create a strategy to close gaps for Indigenous learners.
- 770 Aboriginal students in Burnaby = 3% of our student population
- 6 year completion rate is 53% for Aboriginal students in 2016-17, 88% for non-Aboriginal
- Aboriginal population growing 5 times faster than any other demographic in Canada. 3 in 10 are under 14 years old, 5 in 10 are under 28 years.
- Revised curriculum calls for a system wide approach, by including Indigenous knowledge, perspectives, and worldviews for ALL learners.
- Classroom examples in Burnaby – Pairing curiosity of learners with Indigenous experts
  - Clinton Elementary: Unit about bears included importance of bears in local cultures, anatomy, and Coast Salish art elements.
  - Alpha Secondary: Community drum project, involved Math, English, PE, and Foods departments in the design, creation, and celebration of the drum. Culminated in a community afternoon including soup and bannock, traditional dance and drumming.
  - Montecito Elementary: School wide weaving project (K-7); invited 2 members of the Squamish nation to teach staff about Coast Salish weaving. Staff then brought the knowledge to their classrooms. Finished project reflects input from parents, staff, and students on their community values. Unveiling will take place in June.
  - Math 10: Linear Equations unit at North, Central, and Cariboo Hill. Carla Gamble was invited to teach the history of Coast Salish weaving. Math teacher incorporated linear equations and other math concepts into the hands-on weaving project.
  - Science 6: Plant Walks. Taking students out into their community and learning traditional knowledge about life cycles and harvesting, identifying local species used by Coast Salish and studying their traditional uses.

### **Career Education and Applied Design, Skills, and Technology (ADST)**

#### *Paul Arthur, Program Consultant, Career Education*

- Burnaby school district strives to offer programs that reflect the changing economic landscape driven by technology, large scale projects (trades oriented), and the creative industry.
- Career education is the multidisciplinary connector to many curriculum areas. The focus is helping students to develop qualities they will need to be successful in the changing world, such as being innovative, flexible, collaborative, agile, and reflective.
- In the younger grades, *Awareness* is promoted through exploration.
- In the older grades, *Connections* are made between knowledge, skills, and careers.
- In Grade 11 & 12, *Career Experiences* are offered to students.
- Secondary Program Offerings: Generally, students are able to enter after Grade 10 or 11. Specific programs and details available [here](#).

- Programs available for construction trades, service trades, technology , health sciences, and the creative industry
- New programs this year and next year:
  - Microsoft Office Specialist
  - Palo Alto Cybersecurity Academy
  - DigiPen Game Academy
  - Health Sciences (in collaboration with BCIT)
  - Gr. 9 & 10 Skills & Technologies Exploration Program: New course that allows students to explore different skills and technologies; offerings vary by school.
- Even if students do not end up choosing a career in this field, the training will qualify them for part time work to support themselves through post-secondary.
- Elementary Classroom Examples of ADST:
  - Boat building, weaving, gliders, water works, 3D models of neighbourhoods
  - Float Your Boat Event: Students design boats, make plans, collaborate with their team. This year, we have 16 teams over 2 days testing out their boats at Burnaby North/Kensington Pool.
  - Mini-Maker Fair showcasing student design and innovation
  - Indigenous Mentorship Day: 60 students heard from Indigenous community and industry leaders who inspired students as to possibilities for their future.
- Graduates are eligible for the Train in Trades programs as long as they are 19 in the year of registration. So secondary students who have completed grade 12 but will not turn 19 before the end of the year may register for a year in Train in the Trades, and will receive the same curriculum and certification at no cost (whereas the same training at a postsecondary institution would have tuition fees for the students).

**Q:** *Will registering for Train in the Trades program after a student's grade 12 year delay their graduation?*

**A:** No, students may graduate with their class when they have sufficient credit to do so, then return for an additional year in the Train in the Trades program if they have not yet turned 19 by December 31.

**Q:** *How does Burnaby compare in Career Program offerings compared to other districts?*

**A:** Burnaby has more in-house programs than most other districts (e.g. Hairstylist, Professional Cook). Our other career program offerings are run under the Industry Training Authority, which oversees all school districts' programs.

## **Literacy**

*Tanis Anderson, Program Consultant, Literacy*

- Why is there an emphasis on professional learning? Because education is changing so profoundly; the focus now is on the process of learning, critical thinking, reflective learning, personalized learning, support teacher and teacher working together to meet the needs of all learners, and teaching from a strength based model.
- Examples of Professional Learning (PL) in Literacy:
  - Lunch time professional book clubs: Books studied include *The Daily 5*, *The Reading Zone*
  - Workshops Series:
    - Trevor Mackenzie's Dive into Inquiry attended by 50 teachers
    - Iain Fisher's secondary series on Comprehension and collaboration in new curriculum
    - Faye Brownlie series on Collaborative teaching K-7, where Faye modeled a lesson in a classroom, and teacher participants were then able to work with small groups.
  - Single Workshops: Mostly after school, lunch hours, during staff meetings
    - Faye Brownlie workshop on Literature Circles, emphasizing student choice

- Learning Teams: Focus is on providing ideas and lessons that are research based and match new curriculum, using inclusive strategies, giving teachers opportunity to reflect on and share their practice
- Core Competencies (communication, thinking, personal and social development) are activated through student learning experiences. Staff Development Team has been working with teachers for a few years on how to activate these competencies in every day classroom teaching.

## **Math & Science**

*Donna Morgan, Program Consultant, Math & Science*

- A video was shared, highlighting ways that classrooms are helping students to develop a mathematical mindset by integrating math learning across subjects.
- Examples of professional learning and classroom implementation:
  - Many external experts brought in for workshops. One workshop was given by math consultant Carole Fullerton on visual representation, playful and new ways to teach math, and use of manipulatives.
  - Marlborough Elementary School's project on salmon involving science, art, and math
  - Math/Dance Workshop where teachers made a braid through a mathematically designed dance
  - Example of book studied through professional book club: *Becoming the Math Teacher You Wish You'd Had* by Tracy Johnston Zager
- At the secondary level, teachers are focused on preparing students for the new numeracy assessment which emphasizes how to use math understanding in context. Parents are welcome to try a sample exam now available online [here](#). (Note: you may enter any 9 digit number when asked for a PEN)
- A group of Burnaby teachers are putting together a Place Based Learning website to share ideas about linking learning to local learning environments.

**Q:** *What percentage of teachers attend professional development?*

**A:** Professional development days are fully attended. Other workshops offered outside of Pro-D days are often full and wait-listed. Due to the greater degree of change in the science curriculum (topics shuffled, inquiry and experimentation increased), many science teachers are particularly keen on professional development. Teachers can sign up via a district staff development calendar online.

**Q:** *Was the Numeracy Assessment information sent out to all parents, including elementary?*

**A:** The information was sent out to secondary only. Four high schools wrote in February as a trial. Feedback was provided to Ministry that the language level was quite challenging. Provincial average in February was 2.6 out of 4, with very few 4s.

**Q:** *Will there be supports for ELL for writing the Numeracy Assessment, given the high level of language required?*

**A:** Students are able to request to have someone read and if necessary, scribe for them. Feedback has been provided to the Ministry that the language of the Assessment will prove a challenge for ELL students.

## **Visual and Performing Arts (VPA)**

*Bryn A. Williams, Program Consultant, VPA*

- VPA teachers are lifelong learners who always continue to develop and grow so they can connect with their students as artists.

## Areas of Focus in the Classroom

- Reasoning and Reflecting
  - Elementary Music teachers really enjoyed a Kodály inspired workshop with Dr. Susan Brumfield, Texas Tech University – how students can learn basic musical elements through movement, songs, and exercises.
  - Most elementary music teachers are also Orff trained, engaging mind and body in music, through movement, dance, and rhythm.
- Communicating and Documenting
  - At the Intermediate Choir Festival, school choirs and music teachers had a chance to be mentored by Lisa Reimer.
- Core Competencies
  - The Blanket Exercise: A powerful Indigenous exercise that invites participants to step into the roles of First Nations, Inuit, and Métis. Read more [here](#).
  - Elementary Drama: Fran Fagan Workshop Series. Fran worked with generalist elementary teachers to take a simple story and incorporate drama to put students inside the story. Result was increased student connection to stories.
  - Elementary and Secondary Art Teachers:
    - Functional art and design, a collaboration with ADST teachers
    - ARTSTARTS collaborated with Syrian refugees to create art together in their downtown studio. Result was the “Amazing Magical Family Adventure”
    - Arts Alive! Collaboration with Burnaby Art Gallery; secondary student art now on display. Details [here](#). Admission is free.
    - Burnaby Art Gallery will be using Burnaby secondary student art to wrap all the hydro boxes and sound baffles along the new Willingdon Linear Park.
    - Indigenous Art Education: Focus is not on recreating indigenous art, but on learning the elements, knowledge, and culture, and then creating students’ own art.
- Lifelong Learning
  - Secondary music teachers are learning about Indigenous protocols and principles of music education from Sandy Scofield, Indigenous musician and educator. Teachers learn the protocols and rituals they should be following, e.g. reaching out to local elders, asking for help, receiving permission to teach certain things, then teaching students.
  - Coast Salish Anthem was gifted to Burnaby schools by the Coast Salish Nation, through Chief Dan George. Our district has permission to teach and perform it.

Break – 8:31 – 8:40 pm

### 3. DPAC Treasurer Report

*Calvin Taplay, Treasurer*

*Please see Appendix 1 for Financial Statement*

- A statement of 2017-2018 financial position versus budget was presented. Note that DPAC receives \$2500 funding through the Gaming Grant, and an additional \$6000 support from the district.
- Proposed 2018-2019 budget was presented; budget includes recommendations to increase BCCPAC conference workshop funding by \$200, and website expenses by 5%.

**MOTION that the 2018-2019 DPAC Budget be approved as presented.**

MOVED by Dave Dye, Burnaby Mountain, SECONDED by Jocelyn Schonekess, Burnaby Central.

CARRIED unanimously.

#### 4. DPAC Updates

##### a. BCCPAC Conference and AGM: Report Back: Jocelyn Schonekess, Ashley Sandquist

- Jocelyn attended the keynotes by Ivan Coyote on inclusion and by Rick Hansen sharing the story of his life, and found them to be moving and inspiring. She attended a breakout session given by Jo Chrona on reconciliation and education. Jo is the Curriculum Coordinator for the First Nations Education Steering Committee (FNESC), and shared moving statistics collected by FNESC on Indigenous education and outcomes. Jocelyn encourages parents to attend BCCPAC conferences, where there is a wealth of information and learning to be accessed.
- Ashley attended the Media Boot Camp workshop, where she learned about handling sudden fame or notoriety at your local school and how to handle media presence at school. She also attended the Gaming Grant workshop, which was very informative.
- BCCPAC elections results can be found [here](#). Jen Mezei stepped down as a candidate for BCCPAC president, as she has been nominated to run for school trustee in Burnaby.
- The resolution from Burnaby DPAC regarding electronic voting passed unanimously. The second resolution regarding allowing nominations from the AGM floor generated a lot of interest and discussion, but was not passed, due to a need to clarify the wording and intent (nominations allowed for open positions only or for any position). DPAC may wish to revisit this resolution in the future.

##### b. Committee Reports

- i. Emergency Preparedness Committee Report – *Appendix 2*
- ii. Buildings & Grounds Committee Report – *Appendix 3*
- iii. District Community Schools Advisory Committee Report – *no report*
- iv. Education Committee Report – *Appendix 4*
- v. Policy Committee Report – *no report*
- vi. SOGI Committee Report – *Appendix 5*
- vii. Technology Committee Report – *no report*
- viii. Youth & Community Services – *Appendix 6*

#### 5. At Our School – Show & Tell

- **Trivia Night** - Sperling Elementary: Friday, May 25. All are welcome.
- **Spring Fair** – Lakeview Elementary: Friday, May 25, 5-8 pm. Vancouver Circus School interactive juggling event, carnival games, photo booth, prizes, White Spot food truck. All are welcome.
- **Carnival** - University Highlands Elementary: Saturday, June 9, 11 am. Ponies, cake walk, raffle with West Jet tickets as prize. All are welcome.
- **Carnival** - Maywood Community School: Friday, May 25, 5-8:30 pm. Cake walk, games, silent auction.
- Any schools wishing to advertise their event to other schools in the district can email their poster/information to [info@burnabydpac.com](mailto:info@burnabydpac.com)

#### 6. Questions & Answers

- DPAC encourages PACs to place membership annually with BCCPAC.

## 7. 2018-2019 DPAC Committee Elections

- Kristin Schnider announced that she will not be seeking re-election, and took the opportunity to acknowledge and thank trustees for their amazing leadership and service to the district, which will have a lasting impact. She also thanked the district senior staff for their tireless efforts to advocate for all learners in Burnaby, and for building an inclusive and welcoming model that inspires other districts. Finally, Kristin thanked the parent representatives for their dedication to their children's education and dreams. "Education is not the filling of a pail, but the lighting of a fire." William Butler Yeats
- DPAC constitution regarding elections was reviewed.
- Three calls were made for nominations, and the following representatives were nominated:

### Brentwood North

- Stace Dayment (Westridge) – nominated by D. Dye (Mountain), seconded by A. Sandquist (Suncrest)
- Calvin Taplay (North) – nominated by S. Dayment (Westridge), seconded by D. Dye (Mountain)

### Cariboo Lougheed

- Dave Dye (Mountain) – nominated by H. Louie (Moscrop), seconded by M. Gregus (Cariboo Hill)
- Laura Ward (Second Street) – self-nominated, seconded by M. Gunner (Edmonds)

### Central West

- Herman Louie (Central) – nominated by D. Dye (Mountain), seconded by S. Dayment (Westridge)
- Evangeline Jonasson (Marlborough) – self-nominated, seconded by S. Dayment (Westridge)

### Kingsway South

- Ashley Sandquist (Suncrest) – nominated by D. Dye (Mountain), seconded by S. Chowdhury (Byrne)
  - Shams Chowdhury (Byrne) – nominated by D. Dye (Mountain), seconded by A. Sandquist (Suncrest)
- There being no further nominations, the Chair proclaimed all nominees acclaimed to the 2018-2019 executive. It was noted that elected executive need to be elected at their local PACs as DPAC representative for 2018-2019; otherwise they will need to relinquish their executive position. In accordance with the DPAC Constitution, the new executive is tasked with meeting in the near future to select their chairperson, vice-chairperson, secretary, and treasurer from amongst the executive members.

## 8. Adjournment

- Meeting was adjourned at 9:00 pm by Kristin Schnider.
- *Next Year's Meeting Dates:*
  - Monday, September 17th, 2018
  - Monday, October 15th, 2018
  - Monday, November 19th, 2018
  - Monday, January 21st, 2019
  - Tuesday, February 19th, 2019 (Due to the adjusted Family Day in BC)
  - Monday, April 15th, 2019
  - Tuesday, May 21, 2019 – Annual General Meeting & Executive Elections
- *SAVE THE DATE – PAC 101 & PAC FINANCES WORKSHOPS*  
Wednesday, October 10 from 6-9 PM at Central – Details to TBA.

WEBSITE – [www.burnabydpac.com](http://www.burnabydpac.com) Email your events to be published.

COMMUNICATION – Email [info@burnabydpac.com](mailto:info@burnabydpac.com) or [chair@burnabydpac.com](mailto:chair@burnabydpac.com)

FACEBOOK – <https://www.facebook.com/BurnabyDPAC>

TWITTER – [@BurnabyDPAC](https://twitter.com/BurnabyDPAC)

## Appendix 1: DPAC 2017-18 Financials and 2018-19 Budget

Submitted by Calvin Taplay, Treasurer

**BURNABY DPAC BUDGET 2018-2019**

Subcategory	2017-2018 (Budget)			2017-18 (To Date)			2018-19 (Budget)		
	Accounts 003 Gaming	004 SD41	Total	Accounts 003 Gaming	004 SD41	Total	Accounts 003 Gaming	004 SD41	Total
<b>Starting Balance</b>	1,243.25		1,243.25	1,243.25		1,243.25	1,243.25		1,243.25
<b>Income Categories</b>									
<b>Income/Interest</b>									
BC Community Gaming Grants	\$2,500.00		\$2,500.00	\$2,500.00		\$2,500.00	\$2,500.00		\$2,500.00
Interest	\$0.45		\$0.45	\$1.22		\$1.22	\$0.60		\$0.60
<b>Total Income/Interest</b>	<b>\$2,500.45</b>	<b>\$0.00</b>	<b>\$2,500.45</b>	<b>\$2,501.22</b>	<b>\$0.00</b>	<b>\$2,501.22</b>	<b>\$2,500.60</b>	<b>\$0.00</b>	<b>\$2,500.60</b>
<b>Total Income Categories</b>	<b>\$3,743.70</b>		<b>\$3,743.70</b>	<b>\$3,744.47</b>		<b>\$3,744.47</b>	<b>\$3,743.85</b>	<b>\$0.00</b>	<b>\$3,743.85</b>
<b>Expense Categories</b>									
<b>Bank Charges</b>									
Service Charge	\$50.00		\$50.00	\$0.00		\$0.00	\$50.00		\$50.00
<b>Total Bank Charges</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$50.00</b>
<b>Conference</b>									
BCCPAC Fees/AGM	\$1,500.00		\$1,500.00	\$200.00		\$200.00	\$1,500.00		\$1,500.00
Workshop			\$0.00			\$0.00	\$200.00		\$200.00
Travel/Lodging		\$1,200.00	\$1,200.00		\$0.00	\$0.00		\$1,260.00	\$1,260.00
<b>Total Conference</b>	<b>\$1,500.00</b>	<b>\$1,200.00</b>	<b>\$2,700.00</b>	<b>\$200.00</b>	<b>\$0.00</b>	<b>\$200.00</b>	<b>\$1,700.00</b>	<b>\$1,260.00</b>	<b>\$2,960.00</b>
<b>Miscellaneous</b>									
Education Materials		\$100.00	\$100.00		\$0.00	\$0.00		\$105.00	\$105.00
Gift for Speakers		\$100.00	\$100.00		\$0.00	\$0.00		\$105.00	\$105.00
<b>Total Miscellaneous</b>		<b>\$100.00</b>	<b>\$100.00</b>		<b>\$0.00</b>	<b>\$0.00</b>		<b>\$105.00</b>	<b>\$105.00</b>
<b>Operation</b>									
Membership Fees	\$75.00		\$75.00	\$75.00		\$75.00	\$75.00		\$75.00
Supplies/Meeting Admin		\$100.00	\$100.00		\$180.00	\$180.00		\$105.00	\$105.00
Website/Email Service	\$325.00		\$325.00	\$217.66		\$217.66	\$341.25		\$341.25
<b>Total Operation</b>	<b>\$400.00</b>	<b>\$100.00</b>	<b>\$500.00</b>	<b>\$292.66</b>	<b>\$180.00</b>	<b>\$472.66</b>	<b>\$416.25</b>	<b>\$105.00</b>	<b>\$521.25</b>
<b>Refreshments During</b>									
DPAC Executive		\$200.00	\$200.00		\$0.00	\$0.00		\$120.00	\$120.00
DPAC General Monthly		\$400.00	\$400.00		\$242.97	\$242.97		\$420.00	\$420.00
DPAC Metro/PAC 101, Thank you	\$550.00	\$800.00	\$1,350.00	\$0.00	\$803.25	\$803.25	\$700.00	\$840.00	\$1,540.00
Parent Information Evenings			\$0.00			\$0.00			\$0.00
<b>Total Refreshments During</b>	<b>\$550.00</b>	<b>\$1,400.00</b>	<b>\$1,950.00</b>	<b>\$0.00</b>	<b>\$1,046.22</b>	<b>\$1,046.22</b>	<b>\$700.00</b>	<b>\$1,380.00</b>	<b>\$2,080.00</b>
<b>Speakers</b>									
DPAC General Monthly		\$5,000.00	\$5,000.00	\$0.00	\$3,281.25	\$3,281.25		\$3,150.00	\$3,150.00
DPAC Sponsor 50% PAC	\$200.00		\$200.00	\$500.00		\$500.00	\$0.00		\$0.00
<b>Total Speakers</b>	<b>\$200.00</b>	<b>\$5,000.00</b>	<b>\$5,200.00</b>	<b>\$500.00</b>	<b>\$3,281.25</b>	<b>\$3,781.25</b>	<b>\$0.00</b>	<b>\$3,150.00</b>	<b>\$3,150.00</b>
<b>Total Expense Categories</b>	<b>\$2,700.00</b>	<b>\$7,800.00</b>	<b>\$9,150.00</b>	<b>\$992.66</b>	<b>\$4,507.47</b>	<b>\$5,500.13</b>	<b>\$2,816.25</b>	<b>\$6,000.00</b>	<b>\$8,816.25</b>
<b>Subsidized by SD41</b>		<b>-\$7,800.00</b>		<b>SD41 subsidy</b>	<b>-\$6,000.00</b>		<b>SD41 subsidy</b>	<b>-\$6,000.00</b>	

## Appendix 2: Emergency Preparedness Committee Meeting

Submitted by: Calvin Taplay

Meeting Date: Monday, April 30, 2018

1. *PARENT QUESTIONS:*

*A parent at my PAC meeting raised a safety question last night, asking if schools have been moving away from individual comfort kits and instead opting for group earthquake supplies.*

*Our school did so a couple years ago for a few reasons:*

- *The logistics of updating the kits annually and throughout the year with new students arriving mid-year, students leaving mid-year, new kindergarten students, outgoing grade sevens, etc.*
- *Because of the concern that one or more students may be without a kit (for whatever reason) and we didn't want to induce any further anxiety for a child during a real emergency if they were without a kit when other students had them.*

There does not seem to be consistency amongst the schools. The Elementary schools seem to have some form of supplies for students.... Some individualized kits and some group supplies. Money is budgeted for basic supplies and the rest is usually handled in different ways by individual schools. Quite often PAC takes on this task.

*Another parent question involves the transparency around the Incident Command System and what are appropriate volunteer tasks for parents? What information should be made public for parents? How do we designate volunteers?*

The Principal should be able to delegate/designate capable volunteers as needed and as appropriate. Terry will consult with Charmaine as to how the city deals with volunteers.

## 2. *SCHOOL EMERGENCY PLAN TEMPLATE UPDATE*

Terry and Sue are currently working on this updated template. This template will be combined with “New Staff Orientation” forms. Schools will be asked to complete this in September. This template will ask for an “Emergency Drills” schedule.

## 3. *WHERE TO FROM HERE?*

The school app and the Incident Command Cards still need to be addressed. Sue will communicate with Jodi to gather any electronic / paper files to date. Charmaine has given us feedback on the Incident Command Cards. We need to contact Collette regarding the App.

All extra Emergency Response Lanyards can be accessed from Sandra Wade at District Office.

Budget has been allocated for updated training needed.

Sue will ask Roberto if an update can be given at the K-12 meeting tomorrow. We need to ask for Principal volunteers to provide additional feedback for the Incident Command Cards. Ideally we would like one Principal from every zone. We will need to designate a half day for this.

## **Appendix 3: Buildings & Grounds Committee Report**

**Submitted by: Calvin Taplay**

**Meeting Date: Monday, April 23, 2018**

### 1. *CAPITAL PROJECTS UPDATE*

Mr. Cory Borg, Director of Facilities, presented the April 2018 Capital Project Report. The Committee was updated on the Alpha Secondary School Seismic Project, Expansion and Building Envelope Project, as well as the development of various Project Definition Reports. Mr. Russell Horswill, Secretary Treasurer, confirmed that discussions are ongoing with the Ministry of Education to receive project support for the Armstrong Elementary, Stride Avenue Community, Parkcrest Elementary, Seaforth Elementary, and Burnaby North Secondary seismic mitigation projects.

### 2. *ADMINISTRATION OFFICE REPLACEMENT UPDATE*

Mr. Horswill updated the Committee on progress made to replace the Administration Office located on Kincaid Street. The rezoning applications for the Schou and Kincaid sites have been submitted to the City of Burnaby. A neighbourhood open-house is being developed for the Kincaid Street area, which is scheduled for May 29th (4:00 to 7:00 pm). Architects have begun the schematic design phase, which will include consultation with staff.

### 3. *PLAYGROUND REPLACEMENT*

Mr. Horswill advised the Committee that the provincial government has announced a Playground Equipment Program. The district has submitted Suncrest Elementary, Second Street Community, and Maywood Community Schools for current year funding. Applications for future funding will occur through the annual Capital Plan submission process. The committee discussed the presentation by Kitchener Elementary students to the January 22 Public Session board meeting on universally accessible playgrounds.

### 4. *LONG RANGE FACILITY PLAN*

Mr. Horswill presented the final draft Long Range Facility Plan, and provided a summary of the consultation process undertaken. The Committee reviewed the report and specific recommendations. Recommendation was that the Board of Education approve the April 2018 Long Range Facility Plan, as presented.

### 5. *CARIBOO HILL MURAL PROJECT*

Mr. Borg provided the Committee with a request from Cariboo Hill Secondary school to install a graphic mural. The Committee reviewed the graphic and supported the request. Recommendation was that the Board of Education approve the installation of the Cariboo Hill mural based on the graphic presented.

## **Appendix 4: Education Committee Report**

**Submitted by: Kristin Schnider**

**Meeting Date: Monday, May 7, 2018**

### *WELCOME TO KINDERGARTEN / GRADUAL ENTRY*

The Committee received a presentation on the work being done in the district around education in the early years, including Welcome to Kindergarten and the Gradual Entry process. Early years educators have been focusing on ways to engage incoming kindergarten families and support their children as they transition into Burnaby Schools. There continues to be ongoing collaboration and dialogue between StrongStart educators and kindergarten teachers around common values and beliefs about learning in the early years and how to best welcome families into our school communities. *Welcome to Kindergarten* is an orientation program that welcomes children and families into schools prior to kindergarten entry. Fifteen schools are piloting a new kindergarten orientation process this year, which includes providing new resources that align with the redesigned curriculum and a focus on nurturing creative thinking. During the *Welcome to Kindergarten* event, students receive a district designed book bag, a book, and hands on learning resources which invite children and families to engage while learning together in their home environment. In order to help children transition from pre-school, child care settings and the home environment into a formal school setting, the District follows a gradual entry process (as guided by the Ministry of Education). This includes smaller groups, an increasingly longer day and the opportunity for students to meet individually with their teacher.

### *EDUCATIONAL ASSISTANT PROGRAM*

Kevin Brandt, Director of Instruction and Elizabeth Gardner, District Principal, Learning Support Services (LSS) provided the committee with the information on how the district has been engaged in organizing a training program for new Educational Assistants. The program will be run through Burnaby District Adult and Continuing Education Programs. Dr. Gail Krivel-Zacks from Vancouver Island University, has been hired to design the coursework topics and content, in conjunction with District LSS Administration and District LSS Specialists, Speech

and Language Pathologists, Behavior Analysts, Fraser Health Nurses, Occupational and Physical Therapists, and the Provincial Resource Program for Autism and Related Disorders, as well Education Assistant (EA) Engagement Workers. The program will be a full-time program beginning the first week of July running through to the beginning of December and will include classroom work and practicum experiences. Courses topics will include: Child and Adolescent Development, Non-Violent Crisis Intervention, First Aid, Functional Behavioral Assessment and Positive Behavioral Support as well as Supporting Personal Health Care. There will be approximately 25-30 students in the first cohort, with five spots held for current grade 12 students graduating from Burnaby Secondary Schools. Each applicant will submit a resume and references and from this, a short list of students will be interviewed. Students who successfully meet the requirements of both course work and practicum will be ready for employment in December. A second cohort of EA training will begin in January 2019. This will be a part-time program running evenings and weekends. Students that successfully complete this training will finish their program in December 2019. The second cohort will be a blended program with online and in-class coursework. Practicums will be scheduled during the school year. Burnaby School District is working with other Metro Districts that currently run EA training programs to develop a consistent standard of programming across districts.

### **Appendix 5: SOGI Committee Report**

**Submitted by: Jocelyn Schonekess**

**Meeting Date: May 23, 2018**

- 1) The upcoming IDAHAT (International Day Against Homophobia and Transphobia) Breakfast will be on May 31<sup>st</sup> at Burnaby Central Secondary. The event is open to all Burnaby and New Westminster students in grades 8 to 12. Tickets are available on Eventbrite. <https://www.eventbrite.ca/e/burnabys-5th-annual-idahat-breakfast-tickets-44847975502>. After breakfast, there will be three keynote speakers, followed by breakout workshop sessions for students.
- 2) Burnaby and Vancouver School Districts will work together again this year to have a float in the upcoming Vancouver Pride Festival Parade on August 5<sup>th</sup>. Look for a sign-up on the SD41 website, in the near future, to get notification emails regarding the decorating day and event information.
- 3) Dates have been set for upcoming events for the 2018/2019 school year including the BCGSA Forum at Moscrop Secondary on October 19, 2018, The Diversity Dance at Byrne Creek Secondary on March 6, 2019 and the next IDAHAT Breakfast on May 23, 2019.

## **Appendix 6: Youth & Community Services**

**Submitted by: Jocelyn Schonekess**

Meeting Date: Tuesday, May 1, 2018

- 1) At the last City of Burnaby Parks & Rec Committee meeting, there was a presentation from an organization wanting to see the sport of Padel introduced to facilities. It was also announced that the City will be implementing a bike patrol by-law officer unit for a one year pilot project starting on May 19<sup>th</sup>, 2018.
- 2) There was an announcement at the last City Public Safety Committee that improvements would be made in front of Windsor Elementary school to improve pedestrian safety. The Community Policing Offices are looking for additional student volunteers.
- 3) Vancouver International Tennis Academy (VITA) gave a presentation outlining the scope of their cost free “Tennis In Schools” program and asked that the District review the organization for potential opportunities for students.