



Date: Feb 7, 2019  
Time: 19:00 - 21:30

Location: Room 120  
Vancouver School Board

## EXECUTIVE MEETING MINUTES

**Chair:** Shaun Kalley (Chair) **Minute Taker:** Gord Lau (Vice chair)  
**Executive:** Amanda Hillis (Secretary), Sandra Bell, May Ke, Allison Tredwell, Anne Montgomery  
**Guests:** Suzanne Hoffman (VSB Superintendent)

Paula Fitzgerald (Tennyson); Peter Couch (Simon Fraser/Hamber); Krysztof Muniak (Van Horne); Vicky Baker (Van Tech/LEB); David Schaub (False Creek); Sarah Honeyman (Lord Roberts); Alan Patola Moosman (Kitsilano); Corine Willems (Tyee); Karen Tsang (Byng/Brock); Lenlen Castro (David Lloyd George); Man Wing Chen (Douglas); Alex Dow (Jamieson); Barb Lee (Norquay); Skye Richards (Magee); Celena Benndorf (L'Ecole Bilingue)

Meeting called to order at 7:02pm

### 1. Standing Items

#### 1.1. Welcome, acknowledgement

#### 1.2. Introductions

#### 1.3. Approve agenda

- 1.3.1. Minor change from printed version, removed a non-reporting DPAC committee -- Motion to accept as amended made by Anne, seconded by Alison - passed unanimously

#### 1.4. District update (Suzanne Hoffman, attached)

##### 1.4.1. Regrets Carmen Cho, Trustee liaison

##### 1.4.2. Question on when water testing is done, is the water tested before or after it's flushed? Suzanne will reply through Amanda

Update:

- Our water sampling procedures were developed in collaboration with our Coastal Health representative. All of the 85 of our schools which still have some older copper pipe in them, have their drinking fountains flushed(for 5 minutes or until cold) every morning by the B/E. Our plumbing & heating water sampling staff subsequently test the water after the B/E has done his daily morning flush. The time of our sample taking varies and could be anywhere from 15 – 20 minutes to 4 – 5 hours after this flush was done. A one liter bottle ( as specified by Coastal Health) is filled directly out of the fountain (without delay), and then the sample is tagged and sent to the test lab.

- We are not trying to achieve worst case scenario, but rather real life operation – given our current operating procedures (all approved by Coastal Health).
- Some initial tests we have done where we re-tested the same drinking fountain later in the day appeared to indicate very little variation in contamination levels through the day, although this is an area where we will be doing further testing.
- More info on flushing:
- The majority of older VSB schools still have a flushing requirement – as per Coastal Health direction.
- “Flushing” signs are not required above VSB drinking fountains, due to the fact that school building engineers are doing this every morning and tests have proven lead levels in available fountains are all under 5.0ppb. Follow up testing on VSB drinking fountains (such as is being done this year) may provide enough evidence to eliminate flushing requirements in the near future (at some schools), but in the meantime daily fountain flushing is both good practice and a Coastal Health requirement.
- In addition, there are a lot of sinks to test in older VSB schools before these could have the flushing signs above the sinks eliminated (or alternatively have all new plumbing lines installed to every sink).
- The Board endorsed ongoing program for installation of bottle filling stations in all VSB schools will achieve the provision of lead free drinking water in every VSB school.

- 1.4.3. Question about video surveillance; Suzanne’s response is that staff look at security measures around school in response to a request from the board (ie: supervisors, sightlines, fences, access to neighbourhood parks), in the case of video surveillance, staff would like the board to provide direction -- complicated ethical issue.
- 1.4.4. Question regarding an organization interested in painting a school outdoor basketball court and/or mural. Suzanne will get in touch to get more details.
- 1.4.5. Question on K enrollment - is it levelling out? Suzanne asked staff, and sounds like it is on par.
- 1.4.6. Question about priority registration for siblings? Yes, they should have priority if they registered within the window
- 1.4.7. Question re: swing sites at Magee and Maple Grove; residents are asking about traffic study (when will it be), how come construction hasn’t started -- people want to know what is happening to quash rumors. Suzanne will follow up

**1.5. Approve minutes from January 10th Executive Meeting (attached)**

- 1.5.1. Motion made by Anne, seconded by Allison - approved

**1.6. Officer reports:**

- 1.6.1. Chair report (Shaun)

1.6.1.1. Meeting with VSB comms, re: consultations; draft AP; proposed data gathering sessions (more proactive), we want to move to something written

1.6.1.2. LRFP, outlines the plans for schools in the district; notes that previous one in 2016 guided by 95% utilization - this process will require consultation and feedback. This is the document that guides school closures. We want to ensure the correct assumptions in the report. Timeline provided. We want board to have input into the guiding principles. Do we as parents want public consultation? We want the trustees to provide some leadership.

1.6.2. Treasurer report (Amanda/Shawn) (attached) - presented.

## 1.7. Committee reports: (attached)

### 1.7.1. VSB standing committees:

1.7.1.1. Policy & Governance - Feb 6 ([agenda](#)) - Shawn

- AP presented
- Board Work Plan presented
- Surplus policy presented
- Audit committee info
- 3 board motions to be written BCSTA, one that coincide with ours is re: area standards
- Advocacy will report to policy and governance committee

1.7.1.2. Facilities - Jan 23 ([agenda](#)) - Anne

1.7.1.3. Student Learning - Jan 23 ([agenda](#)) - Amanda

1.7.1.4. Student Learning - Feb 6 ([agenda](#)) - Amanda

- Reviewed some of the material from the Jan 23rd
- Comment from Barb, parent not responded to about an agenda item -- Shawn go back to Reddy, re: EMB

1.7.1.5. Personnel - Jan 16 ([agenda](#)) - Gord

1.7.1.6. Finance - Jan 16 ([agenda](#)) - Amanda/May

- Question, re: budget being cut for food.

### 1.7.2. VSB advisory committees: (3 min each)

1.7.2.1. ICT - Jan 9 - David Schaub

1.7.2.2. Diversity - Jan 29 - Celena Benndorf

- Discussion re: return to two committees vs maintaining a single committee.
- Single committee: impossible to hit all the types of diversity; more voices at the table = more viewpoints and experiences
- Two committees: Single committee waters things down; apparent increase in anti-racism acts;
- Parent pointed out families still feel they are not being heard. PAC Chair isn't even aware of what motions are going on (at Byng).
- Response - SOGI drew a lot of attention recently, now spending attention on Byng, and racism. Discussion ongoing.
- **Action Item: Shawn to get further feedback from both parents.**

- 1.7.2.3. SEAC - Jan 28 - Sandra ([agenda](#))
- 1.7.3. **VSB ad hoc committees/working groups:** (3 min each)
  - 1.7.3.1. QEA Renaming Committee - Feb 5 - Lenlen Castro
    - Request to review our DPAC motion, re: naming school facilities. Musqueam don't name after people, just places -- bring that motion to the next meeting (or later), also maybe a Musqueam rep at the meeting.
    - Also a comment that we should remove the timeline pieces
    - QEA - a name has been chosen already. Goes with current policy but not with what they are exploring? Are they aware that district programs can move? Name was presented by the school already.
- 1.7.4. **DPAC Committees** (5 min each)
  - 1.7.4.1. DPAC Facilities Planning Committee - Jan 28 - Allison
    - Met Jan 28th, want to help schools advocated for themselves
    - Get info session/timeline from the VSB - Amanda looking at setting up meeting with Kathy O'Sullivan
    - Next meeting Feb 26th
- 1.7.5. **DPAC Committee Representation Nominations**
  - 1.7.5.1. VSB Student Learning & Well-being Standing Committee alternate
    - Motion made by Shaun to name Gord Lau as committee alternate. Anne seconded. Motion passed.
  - 1.7.5.2. VSB Audit Committee
    - Motion made by Shaun to name May as committee representative, Amanda alternate. Allison seconded. Motion passed.
    - Update: only trustees are members of this committee. Stakeholder representations not required.
- 1.7.6. **DPAC Executive Nominations**
  - 1.7.6.1. Peter Couch, Simon Fraser Elementary
  - 1.7.6.2. Skye Richards, Magee Secondary
    - **Action: Electronic ballots for both nominees will be sent out to PAC representatives by this weekend with a closing date of March 13.**

2. Old Business
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- 2.1. **Action items from May 10 Executive Meeting**
  - 2.1.1. Letter to BCCPAC re: including an Indigenous parent representative.
    - **Action: Shaun will have a conversation with Andrea Sinclair before the BCCPAC AGM in May**

## 2.2. Action items from Oct 11 Executive Meeting

- 2.2.1. Start a letter re: consultation process parents can embrace. Request for PACs to include their specific experiences. Update, Jan 10 - we will bring back discussion items from SMT meeting focused on communication and consultation (Shaun)
- on track, good conversation with admin.

## 2.3. Action items from Jan 10 Executive Meeting

- 2.3.1. Question regarding diversity committee meeting including anti-racism discussion
- Celena will report out as part of committee update.
- 2.3.2. Question regarding "foods that fit" presentation
- Brought up in SMT meeting. No current VSB committee focused on nutrition and wellness.
  - Parent heard from trustee Estrellita Gonzalez that a 'Food Committee' is being organized.

3. New Business
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### 3.1. Housekeeping Motions

- 3.1.1. Motion to include \$200 for catering budget for DPAC LRFP workshop (date TBD) from the catering - special sessions budget line.
- Shaun made the above motion. May seconded. Unanimously approved

3.2. **Motion:** To reject the recommendations from the Milburn and EY Reports that VSB stakeholder consultations should be conducted by VSB management and the results presented to trustees at the relevant committee meetings, and to formally request that stakeholder consultations instead be conducted transparently with opportunities to seek clarity from all parties involved, including stakeholders, management, and trustees.

- Shaun made above motion. Anned seconded. Discussion followed.
- Stakeholders engaged separately, feedback packaged to trustees -- belief that stakeholders should engage with decision makers
- Proposed amendment - Allison, seconded by Anne  
To reject the recommendations from the Milburn and EY Reports that VSB stakeholder consultations should be conducted by VSB management and the results presented to trustees at the relevant committee meetings, and to formally request that stakeholder consultations instead be conducted transparently with opportunities to seek clarity **for direct communication between** all parties involved, including stakeholders, management, and trustees.
  - Majority accepted the amendment.
- Barb notes that her issue has been brushed off by doing this, also not minuted?
- Proposed amendment - Amanda, seconded by Anne  
~~To reject the recommendations from the Milburn and EY Reports that VSB~~

~~stakeholder consultations should be conducted by VSB management and the results presented to trustees at the relevant committee meetings, and to~~ formally request that stakeholder consultations ~~instead~~ be conducted transparently with opportunities for direct communication between all parties involved, including stakeholders, management, and trustees. (other language moved to rationale, construct later)

- Allison abstained, all other yes. Amendment passed,

- **ACTION: Bring the motion to the February 28 General.**

### 3.2.1. BCCPAC resolutions

3.2.1.1. Due by Feb 28 to be included in AGM booklet

3.2.1.2. Area Standards - motion by Amanda, seconded by Anne  
That BCCPAC requests that the Ministry of Education urgently undertake a review of currently restrictive Ministry Area Standards to ensure that we are investing in and building school facilities that support the revised curriculum and fully support and promote the development of social and emotional learning of educated citizens

- Shaun excused himself from discussion as has been asked to be part of BCCPAC resolution committee. Gord took over chair role for this discussion.
- Discussed but not passed. Will take discussion online.

### 3.2.2. VSB/DPAC Budget Consultation (Shaun)

- Proposed emerging needs for the budget
- Consensus of the exec, we need agenda, amended time
- Consider inviting to a DPAC general

### 3.2.3. VSB/DPAC LRFP Consultation (Shaun)

### 3.2.4. General Meetings

3.2.4.1. February 28 - Supporting Caregivers of Diverse Learners

3.2.4.2. April 25 - VSB Budget

### 3.2.5. Special Events

3.2.5.1. Tentative meeting for PAC chairs with the Minister of Education

3.2.5.2. PAC Treasury 101 - April 4

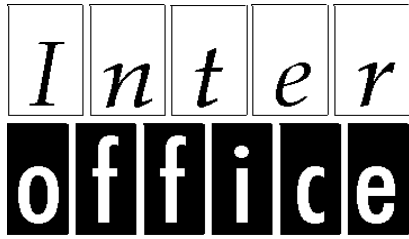
### 3.2.6. AOB (Any other business)?

Meeting adjourned at 9:33pm

#### Next Meetings:

**Executive: Mar 14, 2019**

**General: Feb 28, 2019 - Supporting Caregivers of Diverse Learners**



# Memorandum

vancouver school board



Date: February 7<sup>th</sup>, 2019  
TO: District Parent Advisory Council (DPAC)  
FROM: Senior Management Team (SMT)  
RE: **DPAC Executive Update**

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- Goal 2: *Build capacity in our community through strengthening collective leadership*
- Objectives:
    - Enhance and support opportunities for parental engagement
- Goal 4: *Provide effective leadership, governance and stewardship*
- Objectives:
    - Support effective communication, engagement and community partnerships

## UPDATES:

### School Visits:

Eric Hamber Open House  
University Transition Program  
University Hill Secondary  
General Gordon

### Board of Education:

#### **Trustee Workshops:**

Indigenous Education  
Employee Services  
Facilities

### Others:

UBC Career Fair  
Mayor Stewart visit  
Student Forum  
Deeper Learning Research Project  
Seismic Projects  
French Program Review  
Kindergarten Registration  
Cross-boundary Applications (Handout for Schools Attached)

## Cross Boundary Applications are Now Online

- Step 1** You must register at your English catchment school.
- Step 2** Complete an online cross boundary application: <https://xb.vsb.bc.ca>

Cross boundary application opens **February 1st** and closes on **February 28th**.

For more information: [govsb.ca/crossboundary](https://govsb.ca/crossboundary)



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## DPAC Monthly Financial Summary February 2019

	BUDGET			CURRENT TRANSACTIONS		YEAR TO DATE ACTUAL			
	VSB ACCOUNT	GAMING ACCOUNT	COMBINED	VSB	GAMING ACCOUNT	VSB	GAMING ACCOUNT	COMBINED	UNDER/OVER
<b>SUMMARY</b>									
Total Income **	\$ 36,009.00	\$ 2,500.00	\$ 38,509.00			\$ 61,027.84	\$ 2,190.90	\$ 63,218.74	\$ (24,709.74)
Total Expenses	\$ 36,009.00	\$ 2,500.00	\$ 38,509.00			\$ 23,947.59	\$ (119.24)	\$ 23,828.35	\$ 14,680.65
Balance	\$ 0.00	\$ 0.00	\$ 0.00			\$ 37,080.25	\$ 2,310.14	\$ 39,390.39	\$ -39,390.39
<b>INCOME</b>									
Opening Balance	\$ 25,018.84	\$ 2,190.90	\$ 27,209.74			\$ 25,018.84	\$ 2,190.90	\$ 27,209.74	\$ -
Annual Budget/Grant	\$ 36,009.00	\$ 2,500.00	\$ 38,509.00			\$ 36,009.00		\$ 36,009.00	\$ 2,500.00
<b>TOTAL</b>	<b>\$ 61,027.84</b>	<b>\$ 4,690.90</b>	<b>\$ 65,718.74</b>			<b>\$ 61,027.84</b>	<b>\$ 2,190.90</b>	<b>\$ 63,218.74</b>	<b>\$ 2,500.00</b>
<b>EXPENSES</b>									
Bank Fees		\$ 120.00	\$ 120.00		\$ (0.10)	\$ -	\$ (119.24)	\$ (119.24)	\$ 239.24
BCCPAC AGM/Conference	\$ 1,500.00		\$ 1,500.00			\$ -	\$ -	\$ -	\$ 1,500.00
Beginning of Year Protocol	\$ 350.00		\$ 350.00			\$ 350.00	\$ -	\$ 350.00	\$ -
Catering - Conference meals	\$ 300.00		\$ 300.00			\$ -	\$ -	\$ -	\$ 300.00
Catering - Exec meetings	\$ 1,600.00		\$ 1,600.00			\$ 290.39	\$ -	\$ 290.39	\$ 1,309.61
Catering - General meetings	\$ 1,600.00		\$ 1,600.00	\$ 115.19		\$ 372.66	\$ -	\$ 372.66	\$ 1,227.34
Catering - Special sessions	\$ 1,500.00		\$ 1,500.00			\$ 240.98	\$ -	\$ 240.98	\$ 1,259.02
Childcare	\$ 1,050.00		\$ 1,050.00	\$ 68.00		\$ 238.78	\$ -	\$ 238.78	\$ 811.22
Contingency	\$ 1,909.00		\$ 1,909.00			\$ -	\$ -	\$ -	\$ 1,909.00
Contracted Services	\$ 15,500.00	\$ 1,300.00	\$ 16,800.00			\$ -	\$ -	\$ -	\$ 16,800.00
Course Workshop Fees/Board Training	\$ 4,000.00		\$ 4,000.00			\$ -	\$ -	\$ -	\$ 4,000.00
Dispute Resolution Process	\$ 300.00		\$ 300.00			\$ -	\$ -	\$ -	\$ 300.00
Dues & Subscriptions		\$ 80.00	\$ 80.00			\$ -	\$ -	\$ -	\$ 80.00
General Meetings	\$ 1,000.00		\$ 1,000.00			\$ -	\$ -	\$ -	\$ 1,000.00
Indigenous Engagement	\$ 1,000.00		\$ 1,000.00			\$ -	\$ -	\$ -	\$ 1,000.00
Planning/Training	\$ 600.00		\$ 600.00			\$ -	\$ -	\$ -	\$ 600.00
Printing	\$ 500.00		\$ 500.00			\$ 100.58	\$ -	\$ 100.58	\$ 399.42
Special Events	\$ 2,000.00		\$ 2,000.00			\$ 310.40	\$ -	\$ 310.40	\$ 1,689.60
Supplies	\$ 300.00		\$ 300.00			\$ -	\$ -	\$ -	\$ 300.00
Travel/Mileage	\$ 1,000.00		\$ 1,000.00			\$ 27.30	\$ -	\$ 27.30	\$ 972.70
Web Hosting & Domains		\$ 1,000.00	\$ 1,000.00			\$ -	\$ -	\$ -	\$ 1,000.00
<b>Budget Total</b>	<b>\$ 36,009.00</b>	<b>\$ 2,500.00</b>	<b>\$ 38,509.00</b>	<b>\$ 183.19</b>	<b>\$ (0.10)</b>	<b>\$ 1,931.09</b>	<b>\$ (119.24)</b>	<b>\$ 1,811.85</b>	<b>\$ 36,697.15</b>
2017/18 Balance disbursal as per June 2018 motion	\$ 25,018.84		\$ 25,018.84			\$ 22,016.50	\$ -	\$ 22,016.50	\$ 3,002.34
<b>TOTAL</b>	<b>\$ 61,027.84</b>	<b>\$ 2,500.00</b>	<b>\$ 63,527.84</b>	<b>\$ 183.19</b>	<b>\$ (0.10)</b>	<b>\$ 23,947.59</b>	<b>\$ (119.24)</b>	<b>\$ 23,828.35</b>	<b>\$ 39,699.49</b>

### Current Transactions on Statements

VSB	Expense	Income	Line Item	Notes
	food for Jan general meeting	\$58.61		catering: general meeting
	food for Jan general meeting	\$56.58		catering: general meeting
	childcare for Jan general meetir	\$68.00		childcare

### Gaming (Vancity)

Interest - Dec \$0.10 Bank fees

Report: Current Year Period: Jan-2019 Sum By: Acct Budget: Annual Budget

You are viewing User: ELINTONG SetID VSB Fund % Orgn 172 Acct % Site % Last Updated : 2/7/2019 3:52:21 AM

Acct	Description	Annual Budget	Cur Month	YTD Actuals	O/S Encumb.	Balance Available	Fav./Unfav. Variance
2009	Honoraria	0.00	0.00	350.00	0.00	-350.00	U
2049	Contracted Services - Other	16,826.00	68.00	238.78	0.00	16,587.22	F
2052	Bank Service Charges	122.00	0.00	0.00	0.00	122.00	F
2058	Printing - In-House	0.00	0.00	100.58	0.00	-100.58	U
2059	Printing - External	508.00	0.00	117.68	0.00	390.32	F
2204	Travel/Conf - Out-of-District	2,132.00	0.00	0.00	0.00	2,132.00	F
2208	Mileage Allowance	1,523.00	0.00	0.00	0.00	1,523.00	F
2210	Travel Expenses - Other	0.00	0.00	27.30	0.00	-27.30	U
2222	Course/Workshop Fees	4,060.00	0.00	0.00	0.00	4,060.00	F
2302	Membership & Assoc. Fees	76.00	0.00	0.00	0.00	76.00	F
3002	Supplies - Office/Printing	403.00	0.00	0.00	0.00	403.00	F
3020	Supplies - Meetings	0.00	115.19	702.03	0.00	-702.03	U
3021	Supplies - Meetings - In-House	3,828.00	0.00	202.00	0.00	3,626.00	F
3049	Supplies - Other	6,531.00	0.00	-2,809.62	0.00	9,340.62	F
<b>Total</b>		<b>36,009.00</b>	<b>183.19</b>	<b>-1,071.25</b>	<b>0.00</b>	<b>37,080.25</b>	<b>F</b>

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 U = Unfavorable

GAMING ACCOUNT 100076810568			
Date	Description	Amount	Balance
31-Jan-2019	Interest credited to account	\$0.10	\$2,310.14

**Expenses submitted but not on current statement**

VSB	Expense	Line Item
	student helpers at Trustee foru	\$300.00 Special Events
	childcare for Jan Anxiety workshop	childcare

**Notes**

VSB to transfer funds from DPAC account to Tupper

**Gaming (Vancity)**

none

**Expenses to be submitted**

VSB	Expense	Line Item
	catering for Jan anxiety meeting	

**Notes**

**Gaming (Vancity)**

BCCPAC membership	\$75.00	Dues & Subscriptions
website and services		Web Hosting & Domains



VSB Committee Report Summaries for  
February 7, 2019 Executive Meeting

**STANDING COMMITTEES:**

Policy & Governance - Feb 6 ([agenda](#)) - Shaun

1. Delegations – None
2. Information Items
  - 2.1. Administrative Procedures Manual Update – David Nelson, Deputy Superintendent
  - 2.2. Board Work Plan – Suzanne Hoffman, Superintendent
  - 2.3. Accumulated Surplus Policy – J. David Green, Secretary Treasurer
  - 2.4. Audit Committee/Finance Committee Responsibilities – J. David Green, Secretary Treasurer
  - 2.5. BCSTA AGM Motions – J. David Green, Secretary Treasurer
  - 2.6. Advocacy Committee and Policy and Governance Committee Connection (verbal report) – David Nelson, Deputy Superintendent
3. Discussion Items – None
4. Items for Approval
  - 4.1. Board Work Plan (possible)
  - 4.2. Accumulated Surplus Policy (possible)

Facilities - Jan 23 ([agenda](#)) - Anne

1. Delegations Presenters
  - 1.1. Eric Hamber Secondary School Seismic Project – Stephanie Yada (Eric Hamber PAC)
    - Stephanie and Andrea Nicholson (alumni) presented a strong letter to the VSB, Trustees and Ministry requesting a meaningful consultation and collaboration with Eric Hamber staff, families, alumni and community; asked the Trustees and VSB to advocate on their behalf to the Ministry
    - the main issues are the current Area Standards and the plan to remove the auditorium and the running track, a reduction in gym space, and a reduction in spaces used for music, arts, drama and fashion
    - Hamber requests the new build be attached to the newer portion of the current school in order to save the lower track and keep the school away from Oak and 33rd's busy corner
    - they question why Kits was built 20% larger than Hamber's proposed size yet houses fewer students (and Kits got to keep it's auditorium)
2. Information Items
  - 2.1. Project Update – General Wolfe Elementary – J. De Hoop, Manager of Planning
    - The PDR endorsed by the Vancouver Project Office is for an upgrade, being the most cost-effective choice
    - South Hill has been identified as the swing space
    - a December information session/open house resulted in only 5 comment forms

- 2.2. French Immersion Program Review – Henry Hudson Focus – J. Dawson, Director of Educational Planning
- re-locating the Hudson FI program to Strathcona would facilitate the intake of 2 kindergarten cohorts
  - while the majority of students attending the FI program at Hudson are from downtown, a parent survey from Hudson says most of them will drop out of the program rather than attend Strathcona
  - teachers can choose not to move with the program to Strathcona and with a shortage of French teachers, where does that leave the program?
  - Hudson FI students can apply to Tennyson, Trafalgar, Kerrisdale or Quilchena’s FI programs if they don’t want to go to Strathcona
- 2.3. Updated Kindergarten Enrolment Priorities when Existing Catchment Boundaries are Changed – J. Dawson, Director of Educational Planning
- grandfathering of siblings has been approved so the updated enrolment priorities are:
    1. Kindergarten siblings of continuing catchment students attending concurrently, who register at the English catchment school by Jan 31
    2. Kindergarten siblings of continuing students attending concurrently, who are now non-catchment as a result of the boundary change who register at the English catchment school by Jan 31
    3. Kindergarten catchment students
  - this year the District is providing an online application service for all new applicants to the District. To date, 29% of kindergarten applicants have indicated they have an older sibling who will be attending their catchment school concurrently
3. Items for Approval
- 3.1. Fleming Elementary BC Hydro Statutory Right of Way – J. Meschino, Director of Facilities
- a new electric service is to be installed during the seismic replacement of Fleming
- 3.2. CAYA Lease Bylaw – J. Meschino, Director of Facilities
- Communication Assistance for Youth and Adults consists of provincial programs for special ed technology, assistive technology and resources for visually impaired
  - the programs lease space at market rates in VSB buildings (the province pays the leases)

Student Learning - Jan 23 ([agenda](#)) - Amanda

1. Delegations
  - 1.1. Band and Strings Programming - Robert Ford
    - petition: <https://www.change.org/p/vancouver-school-board-trustees-restore-the-vancouver-school-board-elementary-band-and-strings-program>
    - “how do you know excellence is you don’t know where excellence starts?”

- Making terrible noises is more socially acceptable in grade 6 than in high school.
  - lots of benefits including mental health, stronger high school level program
  - Ask: restore previous funding for (optional) band and strings program; create a working group looking at how to make program district wide.
  - Response to question on how to get it into budget process: come forward in budget consultations, trustees can also bring it forward.
- 1.2. BC Ed Access Interim Report - Galen Hutcheson
- <https://equitableaccesstoeducation.wordpress.com/2018/10/22/tracking-exclusion-interim-report/>
  - An initiative by BCEdAccess that shows that children with designations are being excluded from school and therefore do not have equitable access to an education.
  - Over 2500 exclusion incidents have been reported by parents across BC since BCEdAccess started tracking, most for students with autism-spectrum disorder attending public schools. Majority range between two hours and a full-day with stated reasons including: no EA in place, unable to go on field trips unless parents also goes, insufficient funds to support child full-time.
  - Some districts consider it not exclusion if parent agrees to pick up or not bring in child on advice from the school.
  - Stakeholder responses: VSTA is having discussions with board about putting 2 teachers in classes with very complex learning needs; VESTA and BCTF have policies around inclusion; BCTF presented 3 recommendations to Select Standing Committee for Finance & Government Services (provincial, looking at Budget 2019) have 3 recommendations for SN including matching special needs funding to special funding needs.
  - Ask: VSB track exclusions in their own way. Response: VSB does track our exclusions (resulting from a shortage of EAs) and track students who have been restrained. Policy not to use seclusion. Follow-up: look at what exclusion really means because parents are being asked to not attend and that impacts their educational learning.
  - VSB agrees that better communications is needed. They do now have K info night, but only reaches parents who are able to attend. They also have other communication tools shared with administrators, but still work to do
- 1.3. All On Board - Viveca Ellis
- Ask: Free transit for youth up to 18; sliding scale rates for low income; and immediate freeze on ticketing minors for fare infractions.
  - Top 3 barriers facing youth: mental health, depression and anxiety, and transit (agenda includes BCTF report “Poverty and school attendance: Barriers and possible solutions”).
  - Some families have to choose between food and transit, sending children to school, doctors appointments, extra curricular, etc.
  - Some discussion on creating a motion in committee. Decision to bring to Feb 6 committee meeting.

Student Learning - Feb 6 ([agenda](#)) - Amanda

1. Delegations Presenters – group of parents, students and alumnus gave personal stories of anti-racial experiences in VSB and suggestions moving forward including: stronger emphasis on teaching anti-racism at elementary level; hiring more ethnically diverse staff at all levels that represent ethnic population; black presenters, film board, cultural awareness training (mandatory vs optional)
2. Information Items
  - 2.1. District Anti-Racism Initiatives Update – S. Smith, District Principal
    - 2.1.1. Lots of new programs and recent/upcoming professional development opportunities
    - 2.1.2. Agreement that more can be done, especially around communication.
    - 2.1.3. Currently creating a list of a safe staff member in each VSB school. Hoping for something similar to SOGI which has identified a staff member in each school. Will have to go through unions to determine best way to share, one issue being staff change.
  - 2.2. Music Programming in Elementary Schools – J. Langlois, Associate Superintendent
    - 2.2.1. Have sent out a survey to each elementary school to see what and how much specialist music experience students are getting. Will share results after they have been compiled and analysed.
  - 2.3. District Mandarin Programs Update – J. Langlois, Associate Superintendent
    - 2.3.1. Norquay EMB students will have priority registering in Windermere Mandarin program.
    - 2.3.2. Jamieson Mandarin program students will have priority registering in Hamber Mandarin program.
    - 2.3.3. If spaces remain, other students in the district can apply for those spots assuming they meet the language requirements.
3. Discussion Items
  - 3.1. All On Board – Motion
    - 3.1.1. Strong support for a motion supporting All On Board’s recommendation of free transit for youth 0-18.
    - 3.1.2. Discussion of support for the other two recommendations of sliding scale for low income and asking transit to stop issuing transit fines/tickets to youth.
    - 3.1.3. Decision to look at wording to support these other two recommendations from an educational point of view before the board meeting.
4. Items for Approval
  - 4.1. Board Authority Authorized Courses – A. Davis, Director of Instruction
    - 4.1.1. With the new Grade 11/12 curriculum, lots of previously passed BAA courses needed to be reviewed.
    - 4.1.2. 43 of the 68 submitted met the ministry’s requirements and will be brought to the board meeting for approval.
    - 4.1.3. Many of the others didn’t meet the requirements because the new curriculum includes a lot more courses so there was significant overlap.
  - 4.2. School Calendar – M. Kassis, Director of Instruction
    - 4.2.1. Calendar committee has come up with a start/end/winter and spring break calendar for the next three years plus professional development days for next year.
    - 4.2.2. Discussion included VESTA/VSTA part-time members being impacted equitably when all pro-d days are on Mondays and Fridays. Committee tried to deal with this by making 2 days flexible so the school can

determine what works best for them. Most parents appreciate longer weekends to a midweek day off.

Personnel - Jan 16 ([agenda](#)) - Gord

1. Delegations Presenters
  - 1.1. None
2. Information Items
  - 2.1. SFE Upgrade – Verbal Report C. Batista, Associate Superintendent  
Smartfinder Express launched January 5th, concerted effort from multiple departments  
This is for on-call staff  
Increased phone line capacity - previously 23 lines in/out, now 65  
New feature - “job shopping”, SSAs and cafeteria workers first to use this feature  
Will listen to stakeholder groups re: features  
Feedback at table from Joanne, re: “job shopping” title.  
Feedback from Tim @ IUOE, his members very excited by “job shopping” opportunities.
  - 2.2. Staffing Update C. Batista, Associate Superintendent  
See report in agenda, highlights below  
811 TTOCs with average 50% or more available,  
212 to 500 absences a day so far  
Career fair this Friday  
TTOCs opened for EDI, H&S training, workshops, etc. Basically, lots of demand for TTOCs (also see remedy)  
SSAs still short, partnership with Burnaby, cohort to start Feb 4, another one hopefully in July  
Feedback from secondary teachers (Kathy), they agree they see an on the ground improvement, prep blocks are happening (unlike last year)  
Some comments re: Ministry Task Force ... want VSB to take some of these up with MoE, ie: loan forgiveness, housing allowance, etc.  
Question re: adult ed teachers recruitment -- any specific for recruitment  
53 on-call staff for this, covering about 23 FTEs. Feedback internally indicates that this is a reasonable number except maybe in math. Still looking to hire to cover, ie: retired teachers, etc. Still going to recruitment fairs, always has somebody that speaks French
  - 2.3. Remedy C. Batista, Associate Superintendent  
Remedy update, see attached  
New this year, “remedy owed” appears on teacher pay stub  
Question - remedy wasn’t cancelled, was it? -- no, but it they were required to fill an absence.  
Why did we need remedy? Basically, comes down to MoU and class sizes and designations.  
From Joanne, would encourage more hiring TTOCs to ensure that teachers have availability to access remedy. Apparently, the agreement re: pooling was successful.  
Kathleen - hope with this round of bargaining that remedy will disappear, remains to be seen. Remedy is non-ideal and doesn’t benefit the system as a whole.  
Janet - please elaborate on remedy pooling. A number of schools are using it, seems to be working for a number of schools. Ie: same person keeps showing up for half a day or a day a week. Note that remedy is owed to an individual

teacher, not a school, so pooling needs to be agreed upon.

Finance - Jan 16 ([agenda](#)) - May/Amanda

1. Delegations - None.
2. Information Items:
  - 2.1. Classroom Enhancement Fund (CEF) - Shehzad Somji, Assistant Secretary-Treasurer
    - On December 17, 2018, the district received confirmation that the Ministry approved the full funding request for 2018-19 of \$31,698,349.
  - 2.2. City of Vancouver Food Program Grant - Shehzad Somji, Assistant Secretary-Treasurer
    - The CoV recently informed the District that funding for the food programs has been reduced by half to \$160,000 for the 2019 calendar year.
    - The School District currently receives \$320,000 from the City of Vancouver to provide meals to 18 different schools using the Food4School program and a meal delivery program.
    - The Chairperson requested further information from staff on communications with the City regarding the Food Program.
  - 2.3. Employer Health Tax (EHT) - Shehzad Somji, Assistant Secretary-Treasurer
    - The EHT once fully implemented in 2020-21 the annual cost to the District will be approximately \$7.0 million, which is \$2.3 million greater than the current MSP cost.
    - Additional cost base elements the District would have to receive a one-time grant of approximately \$1.1 million next year in addition to the approximate \$2.3 million annual grant.
  - 2.4. Ministry of Education (MOE) Funding Formula Review - David Green, Secretary-Treasurer
    - The working groups will include representation from all education partners including teachers, parents, school administrators, support staff, trustees, superintendents, the First Nations, and inclusive education groups.
    - The groups will report back in the fall of 2019.
    - No changes will be made to the existing funding model for the 2019-20 school year.
    - 
    - The Secretary Treasurer encouraged committee members to read the recommendations in the report of the Independent Panel, entitled "Report of the Funding Model Review Panel 2018: Improving Equity and Accountability"
    - The report with its twenty-two recommendations is at the following link: [Read the Panel's Funding Model Review Report \(PDF\)](#)
3. Discussion Items - None.
4. Items for Approval - Budget Process, David Green, Secretary-Treasurer
  - 4.1. Draft Budget Process (2019-2020 Preliminary Operating Budget)
    - IT IS RECOMMENDED THAT the draft budget process and summary timeline for the development of the 2019-2020 budget be approved by the Board of Education.
5. Information Item Requests:
  - Update on CommunityLINK Funding



- Detailed budget with line items
- Update on budget implications from the reduction in employers' contribution to the Teachers' Pension Plan

#### **ADMINISTRATIVE COMMITTEES:**

ICT - Jan 9 - David Schaub

1. General Items
  - 1.1. Not a lot of new items this meeting.
    - School website transition still on-going.
    - Learning portal web site transition isn't staffed yet.
    - Parental portal web site is still not defined.
    - Staff and teachers are going through a large Office365 / Teams conversion by the end of the year.
    - Network switch infrastructure replacement still expected by Fall 2019, but the capabilities of the new network are not defined yet.
2. BYOD - Bring Your Own Devices
  - 2.1. DRAFT!!!! website is available here: <https://byod.vsb.bc.ca/>
  - 2.2. FEEDBACK NEEDED. Please send me any feedback you can in the next few weeks. This may be the only opportunity for feedback before this is presented to Committee III (right one?). I'll be pulling together some feedback and run it past the DPAC executive soon.
  - 2.3. Currently assumed grade 4 and up, but that is just a guideline.
3. School Technology Plan and Cross-District Sharing
  - 3.1. A discussion about "School Technology Plan" development plans.
  - 3.2. Mostly this is about how to get schools to talk to each other about what technology they have and how they use it.
  - 3.3. Some schools have multi-year plans for technology, while others have nothing.
  - 3.4. This seems highly dependent on the capabilities of the technology champions and PAC monetary support, which varies a lot between schools.

SEAC - Jan 28 - Sandra

1. **Terms of Reference:**
  - 1.1. Terms of Reference were reviewed ([attached](#))
2. **District Updates:**
  - 2.1. Doug Matear: Update on new UIP (Urgent Intervention Process) which replaces MIST
  - 2.2. Since December, 42 Urgent Processes, 146 Regular processes
  - 2.3. Jennifer Katz will be presenting on UDL (Universal Design Learning) to District Staff and Admin of Feb 15.
  - 2.4. Selma Smith: VCH focus on parent education opportunities ie: Anxiety/Depression workshop (done), Parents of Diverse Learners (upcoming), Healthy Eating (upcoming). Many topics overlap with DPAC.
  - 2.5. Provincial Mental Health Framework -- VSB working on a similar and aligned framework
  - 2.6. Rosie Finch: 9 new SSAs starting Jan 29th. 5 ½ month training program for 30 students starting Feb 4th at Garibaldi Annex in conjunction with Burnaby. Langara students in the 1yr EA program have Fridays off between January-May have been hired which means approximately 20-30 SSAs working 1 day/week.

- 2.7. Andrea Davidson: VAS (Vancouver Alternate Secondary) has been renamed to West Coast Secondary School in order to move away from the term "Alternate" Centralized referral program underway.
- 2.8. Learning Services: 2nd round of teacher workshops. Competency based IEP workshop. Deadline for Grade 8 applications Jan 18
- 3. Updates from Representatives
  - 3.1. CLBC: changes in provincial PSI and GSA means increased funding for ASD and FASD
  - 3.2. Employment Program for 19+ even if in 13th year of school currently no waitlist
  - 3.3. CUPE: Recently completed Autism CPI (Crisis Prevention Institute) 2 day workshop on identifying crisis/trauma. Noticed Autism CPI handbook outdated however it is embedded in the enhanced handbook. Will need to retrain. Difficulty in doing 2 day workshop over Pro-Ds, Mette asked if they would be willing to do weekends or early July/late Aug.
  - 3.4. CYSN: transition fair went well. A second high incidence respite house is being built.
  - 3.5. Pediatric Team: 1 PT (physiotherapist) resignation has been filled and will only have 1 or 2 weeks unfilled. OT (occupational therapist) and PT mat leaves coming up positions still unfilled. Training Diabetes SSA now doing seizure training. Difficult with constant new SSAs. ideally they would like to do training for all in one day and then go back to individual training.

**Diversity - Jan 29 - Celena**

- 1. Committee Member Updates
  - 1.1. Chas updated the committee regarding the VSB Legacy Carving project, in honour of Reconciliation in Education. The next few months, a Reconciliation pole will be carved onsite by two Squamish carvers, James and Rick Harry. Two welcome figures will be carved šx"q"eləwən ct carving pavilion located at Britannia Secondary by two Musqueam carvers – Crystal Sparrow and William Dan. When all three poles are complete, they will be installed on VSB property and a pole raising and unveiling will take place to acknowledge and honor the project.
  - 1.2. Jennie at Qmunity has rolled out a low cost counselling program. Qmunity will always provide free counselling. For more information contact Jennie at Qmunity.
  - 1.3. Dakota highlighted Trans Day of Visibility on March 31 – events organized, crafts, t-shirt decorating, resources and information tables. Dakota will follow up with more information
  - 1.4. Bruce Garnett, District Principal is offering workshops and training on cultural sensitivity in the spring. All new teachers are welcome. January has been busy with newcomer registrations.
  - 1.5. Gavin provided updates on the internal shift at Out on Screen, the Executive Director, Brandan Yan has moved into the role of Deputy Executive Director of the organization. Gavin is now the Program Manager and Miranda Ruddy is the full time Coordinator for the Out in Schools program. Recently hired a programmer to take on specific content on indigenous perspectives on gender

and sexuality, delving more into the 2 spirit but also other terms queer and collecting stories. Rolling out new program, curriculum that is tied to indigenous perspectives on gender and sexuality after spring break. Contact is Joe Bellows or Gavin

- 1.6. Trustee Wong commented that in December the Board reaffirmed their support around Anti-racism and the LGBTQ policy and SOGI. Hoobiyee! The Nisga'a New Year will take place at the PNE on Feb 1, 2019. A pre-meet to provide background on Nisga'a treaties will take place at A.R. Lord Elementary, then all will go to the PNE
- 1.7. Celena Benndorf commented that DPAC is waiting for a report from this committee. L'Ecole's Diversity committee has grown to 7 members. Many Asian cultures celebrate Lunar New Year and to be inclusive she is asking community members to change Happy Chinese New Year to Happy Lunar New Year
- 1.8. Nikitha Fester VSTA has passed a motion to push for a coin-free menstruation dispensers in all schools. When the motion is approved it will go forward to the BCTF agenda to have it province-wide, so that all students regardless how they identify have access to these supplies as needed, they don't need to go to the office
2. Updates from VSB DRT – Diversity – Renee Hock
  - 2.1. February – Black History Month. We will continue to work with different community members to get ongoing feedback on what resources we should be using. Resources have been uploaded to the Diversity Toolkit and has been sent out to every administrator across the district.
  - 2.2. Lunar New Year – Feb 5th
  - 2.3. 3 different professional development sessions for district staff on Anti-racism were held on January 25th and January 27th.
  - 2.4. Pink Day – Feb 27 – sent out resources via District Diversity Toolkit
  - 2.5. Curriculum Implementation Day – Feb 15th – would like feedback on what type of Pro D around assessment, eg assessing how we are addressing certain areas of diversity? Nikitha Fester and Renee Hock will present in the morning: Courageous Conversations: Confronting our Discomfort Around Issues of Diversity/Jennifer Katz will present in the afternoon. Staff can register on the VSB Pro-D registration site.
  - 2.6. Demonstrated how to access and use the District Diversity Toolkit
  - 2.7. Diversity DRT report was provided.
3. Previous Business
  - 3.1. Work continues to develop Guidelines for Cultural/Faith-Based Practices in VSB Schools.
  - 3.2. Updating VSB SOGI Guidelines – Renee Hock
    - 3.2.1. 3 years passed since the release date
    - 3.2.2. Renee worked with Dakota to revise language
    - 3.2.3. other committee members work with Renee – revise language – what is considered best practice
    - 3.2.4. 2 spirit trans and gender diverse students sub-committee to report out at next meeting on Diversity toolkit website
    - 3.2.5. Jody – policy needs – Board – recommendation process
    - 3.2.6. Administrative Procedures – not actual policy – easier to suggest changes
4. New Business
  - 4.1. Question & Answer resource guide for school community members on responding to racism, discrimination and hate, DRAFT, please provide feedback

prior to next meeting or at the meeting is fine too. Hoping to finalize guideline by March 1.

- 4.2. Discussion Multicultural and Anti-Racism Policy
  - 4.2.1. Jody explained the difference between “Policies” and “Administrative Procedures”
  - 4.2.2. Trustee Wong provided further clarification around this as well as a historical perspective.
  - 4.2.3. There was discussion around why some things were policies while others were administrative procedure
  - 4.2.4. Jody highlighted the fact that from a practical perspective the expectations at the school level is that Administrative Procedures are enforced to the same extent as Policies in practice there should be no difference. Discussion followed around this issue with the following questions:
  - 4.2.5. Where are the Administrative Procedures around Anti-Racism located on our website?
  - 4.2.6. Who has access to view these?
  - 4.2.7. What processes are in place to ensure that these documents are current?
- 4.3. Black History Month – February
  - 4.3.1. Renee Hock is working on gathering resources for our district from diverse sources. Resources will be updated throughout the month and uploaded to the District Diversity Toolkit. Aisha Kiani (idream library) produced a wonderful resource for primary (K-3) students.
  - 4.3.2. Secondary schools and older students – VSTA– list of resources on their website as well as in the Diversity toolkit
  - 4.3.3. Jody- The Board reaffirmed their commitment to Anti-Racism in December
  - 4.3.4. VSB Diversity Team – Selma highlighted that Multicultural Anti-Racism and Pride committees were amalgamated Fall 2017
  - 4.3.5. Anti-Racism and SOGI are important individual topics and continue to be addressed as such under the larger umbrella of Diversity. This allows for an intersectional approach which is currently considered to be best practice within this area.
  - 4.3.6. Celena raised the question around other areas of diversity such as neurodiversity. Jody discussed SEAC -another voice community, that is the appropriate committee to discuss neurodiversity.

#### **VSB AD-HOC COMMITTEES:**

##### **Naming and Renaming Working Committee - Jan 17 - Lenlen Castro**

1. Working group meeting Musqueam Reserve
  - 1.1. All stakeholders present except Trustee and student representative. Also present, requested Musqueam representation Jill Campbell and Vanessa Campbell from the Hul'q'umi'num' language department
  - 1.2. Meeting lasted about 1 hour.
2. Intentional meeting to listen to Musqueam Nation Naming Protocol. Group hoping to formulate name/rename framework that would comply with consideration to Musqueam Nation input and consultation. - How can the framework embody traditional practices
3. What we learned and some discussion points:

- 3.1. with the extensive support of the UBC endangered languages dept., huge efforts to reclaim coast salish traditions and laws from devastation of colonization through the revitalization of the language, Hul'q'mi'num'
- 3.2. indigenous vs western concepts I.e. naming schools/buildings is a modern adaptation
- 3.3. western /canadian requests not necessarily an indigenous name - traditionals, ancestral, inherited names require proof of lineage, generally not for settlers -places and buildings not named after people, rather reflect the environment, geographical, spiritual landmark
- 3.4. i.e. crosstown..."where the tides go out" -Musqueam going through growth since beginning to archive audio/language -maintain integrity of language/concepts while also adapting and translating to current and modern times -jill 1 of only a handful of fluent speakers - 4 f/t, 1 p/t in lang dept -developed musqueam font/orthographie ( 21 yrs since opted for western phonetics) -new "unicode".developing to rep it in a standardized symbol, Chas to email -dissemination of consistent information..pronunciation
- 3.5. western spelling, audio recording, unicode -each name submission subject to diff. timeline due to process -very meaningful and important process
4. Question..What could be expected as per the current process of submitting. request for a Hun'q'mi'num'
  - 4.1. letter to band council for approval
  - 4.2. If request for a hun'q'mi'num.it goes to Jill/Vanessa/Larry Grant
  - 4.3. If western name it may be directed to an intergovernmental group/cttee
  - 4.4. \*\*\*keep chief and council in the loop
5. Next meeting: February 15
  - 5.1. Be prepared to brainstorm and formulate
  - 5.2. guidelines for framework

#### QEA Renaming Committee - Feb 5 - Lenlen Castro

1. Absent stakeholders:Trustee and Student Representative Plus assistant VP of QEA
2. Meeting goal: reach a consensus overview of Naming and Renaming Policies
  - 2.1. PAC submission Delayed to due to policy changes underway. -revisited successful process and approved by director of instruction
  - 2.2. 541 appendix A 2.1.1 and 2.1.2 conditions satisfied "Pre-meeting" held (nov26) Consultation at meeting -students, staff, parents 2.3 details of comments prepared and available
  - 2.3. \*\*\*2.3.1 no "reactions" Assurance that everyone is on board, no complaints so 541.2.2 not.performed?..because it isn't a new name..it is a re-name
  - 2.4. But \*\*\*541.2.3...applied to the re-name? "pre-meeting"..QEA Staff, students and parents Comments from that survey available -sent to parents/staff/students
  - 2.5. \*541 app.A 2.1. Initiated by pac
3. Proposal to re-name QUEEN ELIZABETH ANNEX to **JULES QUESNEL ECOLE PRIMER**
  - 3.1. operationally jules quesnel annex and may generally be called JQA (Jules Quesnel Annex)
  - 3.2. 2008 QEA ceased english programming, would like to have consistency with its

- main school -matter of school spirit and sense of unity/ belonging
- 3.3. operationally remains separate -1.3 reason for no consultation with outside community
  - 3.4. some discussion on single/double track schools - mention and discussion of work underway for naming/renaming policy framework/guidelines -No Musqueam input? Reason: QEA submission made under this old policy
  - 3.5. assurance and confidence there are no “reactions” -how to be sure of no “reaction” if no announcement to greater community, etc
4. Take decided name to constituents for consensus on name to put forward.
  5. Next meeting February 21, 3pm to 4pm QEA elementary