



**SCHOOL DISTRICT NO. 35 (LANGLEY)**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**

**AGENDA**

Tuesday, October 19, 2021  
7:00 p.m.  
Microsoft Teams Virtual Meeting

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**Pages**

1. AUDIO VISUAL RECORDING (WEBCASTING) OF REGULAR BOARD MEETING
2. CALL TO ORDER
3. REPORT FROM "IN CAMERA"
4. CONSENT AGENDA

Recommendation:

That the Board of Education adopts the consent agenda items as provided.

- |        |  |         |
|--------|--|---------|
| 4.1.   | <u>CONSIDERATION OF MINUTES</u>  | 1 - 17  |
| 4.2.   | <u>COMMITTEE REPORTS</u>   |         |
| 4.2.1. | <u>EDUCATION/STRATEGIC PLAN COMMITTEE</u>  | 18 - 18 |
| 4.2.2. | <u>FINANCE AND FACILITIES COMMITTEE</u>  | 19 - 19 |
| 4.2.3. | <u>POLICY COMMITTEE</u>  | 20 - 20 |
| 4.3.   | <u>BOARD LIAISON COMMITTEE REPORTS</u>   |         |
| 4.3.1. | <u>DISTRICT PARENT ADVISORY COUNCIL (Trustee Ward)</u>                                     | 21 - 24 |
| 4.4.   | <u>COMMUNITY COMMITTEE REPORTS</u>   |         |
| 4.4.1. | <u>CITY OF LANGLEY ADVISORY PLANNING COMMISSION (Trustee Coburn)</u>                       | 25 - 40 |
| 4.4.2. | <u>CITY OF LANGLEY / SCHOOL DISTRICT NO. 35 LIAISON (Trustee Coburn)</u>                   | 41 - 42 |
| 4.4.3. | <u>JOINT SCHOOL DISTRICT NO. 35 / TOWNSHIP OF LANGLEY MUNICIPAL LIAISON (Trustee Ross)</u> | 43 - 45 |
|        |  | 46 - 49 |

4.4.4. TOWNSHIP OF LANGLEY RECREATION, CULTURE AND PARKS ADVISORY  
(Trustee Tod)

5. CONSIDERATION OF AGENDA

Recommendation:

That the Agenda be approved as presented.

6. SUPERINTENDENT'S REPORTS

6.1. COVID-19 UPDATE

50 - 50

Recommendation:

That the Board of Education receives the update on COVID-19 for information, as presented.

6.2. SUPERINTENDENT'S REPORT - INTENSIVE SUPPORT MODEL AT DOUGLAS PARK AND NICOMEKL ELEMENTARY SCHOOLS

51 - 57

Recommendation:

That the Board of Education receives the report on the Intensive Support Model at Douglas Park and Nicomekl Elementary Schools for information, as presented.

7. SECRETARY-TREASURER'S REPORTS

7.1. ENROLMENT REPORT UPDATE

58 - 66

Recommendation:

That the Board of Education receives the Funding and Enrolment Update for information, as presented.

8. POLICY COMMITTEE

8.1. POLICY 5 AND POLICY 6 (ROLE OF THE CHAIR AND ROLE OF THE VICE-CHAIR)

67 - 70

Recommendation:

That the Board of Education serves Notice of Motion the District's education community and its education partner groups that it intends to adopt the revisions to Policy No. 5: Role of the Board Chair at the December 14, 2021 Regular Board Meeting.

Recommendation:

That the Board of Education serves Notice of Motion the District's education community and its education partner groups that it intends to adopt the revisions to Policy No. 6: Role of the Vice-Chair at the December 14, 2021 Regular Board Meeting.

9. NEW BUSINESS

10. TRUSTEE COMMENTS

11. QUESTION PERIOD

Due to the fact that public will be using an online platform for this Regular Board Meeting, the

process for question period is as follows. The Board will not be taking questions from members of the public in real time. We encourage members of the public to please submit their questions by emailing [feedback@sd35.bc.ca](mailto:feedback@sd35.bc.ca). Questions will be accepted up until one hour after the adjournment of the meeting. Board members or the appropriate staff will respond to the individual directly to acknowledge they've received the email within 24 hours. Thereafter, a response will be provided to the individual. The purpose is to ensure that those present in the audience have an opportunity to obtain clarification concerning business conducted during that meeting. Priority will be given to responding to one question per person before considering further questions from any individual.

The following will help the public develop questions for Question Period at a Board Meeting that is keeping with the goal of a respectful and focused meeting.

Questions:

1. Need to be directed to the Chair and not to staff;
2. Need to be related directly to the topic on the agenda;
3. Need to be succinct, focused and not be a statement;
4. May not be asked that are related to personnel or directed at an individual trustee;
5. May not be asked that are related to contract negotiations; and
6. The questioner shall provide their name so that it can be reflected in the minutes.

All of the above are directions provided for in Board Policy No. 7 - Board Operations. The Chair may answer, may defer to staff or indicate a question may not be in keeping with the above guidelines.

The Board appreciates the public's interest and wants to ensure a professional meeting is conducted, with Question Period focused on providing guests with the clarification they seek.

Trustees also welcome questions from members of the public apart from Question Period. Their contact information is available on the School District website.

The Chair called for questions from the public.

## 12. ADJOURNMENT

Recommendation:

That the meeting be adjourned at \_\_ p.m.



**SCHOOL DISTRICT NO. 35 (LANGLEY)**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**  
**MINUTES**

**Date:** Tuesday, September 21, 2021  
**Location:** Microsoft Teams Virtual Meeting

<b>Trustees Present:</b>	<b>Rod Ross</b>	<b>Chairperson</b>
	<b>David Tod</b>	<b>Trustee</b>
	<b>Shelley Coburn</b>	<b>Trustee</b>
	<b>Charlie Fox</b>	<b>Trustee</b>
	<b>Suzanne Perreault</b>	<b>Trustee</b>
	<b>Tony Ward</b>	<b>Trustee</b>
	<b>Marnie Wilson</b>	<b>Trustee</b>
<b>Staff Present:</b>	<b>Gordon Stewart</b>	<b>Superintendent</b>
	<b>Brian Iseli</b>	<b>Secretary-Treasurer</b>
	<b>Woody Bradford</b>	<b>Assistant Superintendent</b>
	<b>Mal Gill</b>	<b>Assistant Superintendent</b>
	<b>Shind Chand</b>	<b>Assistant Secretary-Treasurer</b>
	<b>Barry Bunyan</b>	<b>Assistant Superintendent</b>
	<b>Joanne Abshire</b>	<b>Communications Manager</b>
	<b>Judy Swanson</b>	<b>Executive Assistant</b>
	<b>Pol Babao</b>	<b>IT Technical Support Specialist 1</b>
	<b>Dale Vo</b>	<b>IT Technical Support Specialist 3</b>
<b>Guest:</b>	<b>Mike Pue</b>	<b>District Principal, Aboriginal Education</b>
<b>Partner Groups:</b>	<b>Houman Anasory</b>	<b>CUPE 1851, President</b>
	<b>Tanya Kerr</b>	<b>LTA, President</b>
	<b>Alicia Rempel</b>	<b>DPAC, President</b>
	<b>Jeremy Lyndon</b>	<b>LPVPA President</b>
	<b>Shelley Sondergaard</b>	<b>CUPE 1260 Representative</b>

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1. AUDIO VISUAL RECORDING (WEBCASTING) OF REGULAR BOARD MEETING

Those in attendance were informed that as per Policy No. 7 - Regular and Special Meetings of the Board may be streamed live, archived and accessed online. The Board reserves, at its sole discretion, via motion at any meeting, the right to not stream live or archive a meeting or a portion of a meeting. Further, the Board reserves the right to edit any recorded portion of a meeting.

2. CALL TO ORDER

The Board Chair called the meeting to order at 7:00 pm, and began the meeting with the introduction stating: "I would like to acknowledge that the Langley School District is located on the traditional, ancestral and unceded territories of the Matsqui, Kwantlen, Katzie and Semiahmoo First Nations. We gather here tonight in an understanding of the importance of ya:yəstəl' (**y-eye yes tel**) /sq'eq'o yoyes (**sckecka y-eyes**) (working together) and náčəʔmat (**not sa mot**) /lets'emó:t (**let sa mot**) (**uniting** ourselves with one mind, one heart) to ensure that we support and inspire all learners to reach their full potential."

**Chairperson welcomed everyone and introduced attendees.**

2.1 ANNOUNCEMENT - NATIONAL DAY FOR TRUTH AND RECONCILIATION

3. REPORT FROM "IN CAMERA"

The Vice-Chair reported that the items discussed in the June 29, 2021 'Special In Camera Meeting' pertained to personnel.

The July 24 'Special In Camera' Meeting included the following motion: "That the Board of Education will lower the flags for an indefinite period of time".

The items discussed in the September 7 'In Camera' Meeting pertained to personnel, property, and legal.

The items discussed in the September 21 'In Camera' Meeting pertained to personnel, property, legal.

4. CONSENT AGENDA

R21/09/21-01

**Moved By:** Trustee Tod

**Seconded By:** Trustee Coburn

That the Board of Education adopts the consent agenda items as amended. Item 4.2: Board Standing Rules will be discussed as item 10.1. under New Business.

**CARRIED UNANIMOUSLY**

4.1 CONSIDERATION OF MINUTES

4.2 BOARD STANDING RULES

4.3 COMMITTEE REPORTS

4.3.1 AUDIT COMMITTEE

4.3.2 FINANCE AND FACILITIES COMMITTEE

4.4 COMMUNITY COMMITTEE REPORTS

4.4.1 TOWNSHIP OF LANGLEY RECREATION, CULTURE AND PARKS ADVISORY (Trustee Tod)

5. CONSIDERATION OF AGENDA

R21/09/21-02

**Moved By:** Trustee Tod

**Seconded By:** Trustee Coburn

That the Agenda be approved as amended with the addition of Item 10.1: Board Standing Rules.

**MOTION DEFEATED**

6. PRESENTATION: NATIONAL DAY FOR TRUTH AND RECONCILIATION

A presentation was given by Mike Pue, District Principal of Aboriginal Education.

7. SUPERINTENDENT'S REPORTS

7.1 SCHOOL START-UP

R21/09/21-03

**Moved By:** Trustee Tod

**Seconded By:** Charlie Fox

That the Board of Education receives the Superintendent's Report on School Start-up for information, as presented.

**CARRIED UNANIMOUSLY**

7.2 FRAMEWORK FOR ENHANCED STUDENT LEARNING

R21/09/21-04

**Moved By:** Trustee Tod

**Seconded By:** Trustee Perreault

That the Board of Education approves the Framework for Enhancing Student Learning for 2021-22, as presented.

**CARRIED UNANIMOUSLY**

8. SECRETARY-TREASURER'S REPORTS

8.1 ENROLMENT REPORT UPDATE

R21/09/21-05

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Perreault

That the Board of Education receives the Enrolment Report Update for information, as presented.

8.2 FIVE-YEAR CAPITAL PLAN UPDATE

R21/09/21-06

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Ward

In accordance with provisions under Section 142 of the School Act, the Board of Education of School District No. 35 (Langley) approves the proposed Major Five-Year Capital Plan for 2022/2023, as provided on the attached Major Five-Year Capital Plan.

**CARRIED UNANIMOUSLY**

R21/09/21-07

**Moved By:** Trustee Tod

**Seconded By:** Trustee Ward

In accordance with provisions under Section 142 of the School Act, the Board of Education of School District No. 35 (Langley) approves the proposed Minor Five-Year Capital Plan for 2022/2023, as provided on the attached Minor Five-Year Capital Plan.

**CARRIED UNANIMOUSLY**

8.3 SCHOOL SITE ACQUISITION CHARGES (SSAC)

R21/09/21-08

**Moved By:** Charlie Fox

**Seconded By:** Trustee Tod

That the School District No. 35 (Langley) Eligible School Sites Resolution Bylaw 2021-01 be given first reading.

**CARRIED UNANIMOUSLY**

R21/09/21-09

**Moved By:** Trustee Tod

**Seconded By:** Trustee Wilson

That the School District No. 35 (Langley) Eligible School Sites Resolution Bylaw 2021-01 be given second reading.

**CARRIED UNANIMOUSLY**

R21/09/21-10

**Moved By:** Trustee Coburn

**Seconded By:** Charlie Fox

That the Board of Education of School District No. 35 (Langley) approves having all three readings of the Eligible School Sites Resolution Bylaw 2021-01, as presented.

**CARRIED UNANIMOUSLY**



R21/09/21-11

**Moved By:** Trustee Coburn

**Seconded By:** Charlie Fox

That the School District No. 35 (Langley) Eligible School Sites Resolution Bylaw 2021-01 be given third reading, passed and adopted on the 21<sup>st</sup> day of September, 2021.

**CARRIED UNANIMOUSLY**

R21/09/21-12

**Moved By:** Trustee Coburn

**Seconded By:** Trustee Tod

The Board of Education write the Ministry of Education to advocate for the needs of facilities in the Langley school District.

**CARRIED UNANIMOUSLY**

#### 8.4 STATUTORY RIGHT OF WAY

R21/09/21-13

**Moved By:** Charlie Fox

**Seconded By:** Trustee Coburn

That the School District No. 35 (Langley) Property Bylaw No. 2021-02 (Granting of Statutory-Right-of-Way at RE Mountain Secondary and Peter Ewart Middle to BC Hydro and Telus) be given first reading.

**CARRIED UNANIMOUSLY**

R21/09/21-14

**Moved By:** Trustee Tod

**Seconded By:** Trustee Coburn

That the School District No. 35 (Langley) Property Bylaw No. 2021-02 (Granting of Statutory-Right-of-Way at RE Mountain Secondary and Peter Ewart Middle to BC Hydro and Telus) be given second reading.

**CARRIED UNANIMOUSLY**

R21/09/21-15

**Moved By:** Trustee Coburn

**Seconded By:** Trustee Perreault

That the Board of Education of School District No. 35 approves having all three readings of the Property Bylaw No. 2021-02 (Granting of Statutory-Right-of-Way at RE Mountain Secondary and Peter Ewart Middle to BC Hydro and Telus) at tonight's meeting.

**CARRIED UNANIMOUSLY**

R21/09/21-16

**Moved By:** Trustee Wilson

**Seconded By:** Charlie Fox

That the School District No. 35 (Langley) Property Bylaw No. 2021-02 (Granting of Statutory-Right-of-Way at RE Mountain Secondary and Peter Ewart Middle to BC Hydro and Telus) be given third reading, passed and adopted on the 21st day of September, 2021.

**CARRIED UNANIMOUSLY**

9. AUDIT COMMITTEE

9.1 APPROVAL OF AUDITED 2021-2022 FINANCIAL STATEMENTS

R21/09/21-17

**Moved By:** Trustee Tod

**Seconded By:** Trustee Perreault

That the Board of Education of School District No. 35 (Langley) approves the 2020/2021 Audited Financial Statements and request staff to submit them to the Ministry of Education.

**CARRIED UNANIMOUSLY**

9.2 FINANCIAL STATEMENT DISCUSSION AND ANALYSIS

R21/09/21-18

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Ross

That the Board of Education of School District No. 35 (Langley) approves the Financial Statement Discussion and Analysis (FSD&A) with the 2020/2021 Financial Statements that will be brought to the September 21, 2021 Regular Board Meeting for approval.

**CARRIED UNANIMOUSLY**

### 9.3 SURPLUS RESTRICTIONS

R21/09/21-19

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Coburn

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$4,000,000 for the internally restricted (appropriated) by the board, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-20

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Coburn

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$2,500,702 to balance future budgets, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-21

**Moved By:** Trustee Ross

**Seconded By:** Trustee Perreault

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$107,804 for infrastructure replacement, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-22

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Coburn

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$500,000 for student capacity needs, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-23

**Moved By:** Trustee Ross

**Seconded By:** Trustee Ward

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$2,611,009 for the school generated funds balance that hasn't been spent and now is part of the operating surplus due to PSAB, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-24

**Moved By:** Trustee Ross

**Seconded By:** Trustee Wilson

That the Board of Education of School District No. 35 (Langley) approves the internally restricted school operating fund surpluses of \$412,882 from 2020/2021 be carried forward to 2021/2022 for schools, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-25

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Ross

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$135,026 for Indigenous Education, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-26

**Moved By:** Trustee Ross

**Seconded By:** Trustee Ward

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$1,305,421 for commitments from 2020/2021, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-27

**Moved By:** Trustee Ross

**Seconded By:** Trustee Tod

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$678,679 for COVID-19 contingency, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-28

**Moved By:** Trustee Ross

**Seconded By:** Trustee Wilson

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$500,000 for classroom furniture as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-29

**Moved By:** Trustee Ross

**Seconded By:** Trustee Wilson

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$500,000 for projector replacements, as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

R21/09/21-30

**Moved By:** Trustee Ross

**Seconded By:** Trustee Wilson

That the Board of Education of School District No. 35 (Langley) approves the internally restricted surplus of \$641,977 for holdback funds from 2020/2021 (for learning loss), as described in note 12 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

9.4 INTERFUND TRANSFERS

R21/09/21-31

**Moved By:** Trustee Ross

**Seconded By:** Trustee Coburn

That the Board of Education of School District No. 35 (Langley) approves the transfer of \$716,365 from the special purpose fund and \$3,834,713 from the operating fund to the capital fund, as described in note 13 of the 2020/2021 Audited Financial Statements.

**CARRIED UNANIMOUSLY**

10. NEW BUSINESS

10.1 BOARD STANDING RULES

R21/09/21-32

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Coburn

That the Langley Board of Education eliminate the Board Standing Rules that were adopted at the October 20<sup>th</sup> 2020 Regular Meeting of the Board.

**CARRIED UNANIMOUSLY**

10.2 PROPOSED MOTION ON TRANSPORTATION

R21/09/21-33

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Perreault

That the Langley Board of Education bring Policy 18: Student Transportation to a Policy Meeting to review; walk limits, ableist language and safe walking routes, before the end of 2021.

**MOTION AMENDED**

R21/09/21-34

**Moved By:** Charlie Fox

**Seconded By:** Trustee Ward

That the Langley Board of Education separate the motion into separate motions to be considered.

Opposed: Trustee Perreault, Trustee Coburn, Trustee Wilson.

**CARRIED**

R21/09/21-35

**Moved By:** Charlie Fox

**Seconded By:** Trustee Ward

That the Langley Board of Education bring Policy 18: Student Transportation to a Policy Committee Meeting for review of walk limits.

Opposed: Trustee Ward, Trustee Tod, Trustee Ross, Trustee Fox.

**MOTION DEFEATED**

**Moved By:** Trustee Ward

**Seconded By:** Trustee Coburn

That the Board of Education revisit the split of the motion.

**THIS MOTION RESCINED**

R21/09/21-36

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Perreault

That the Langley Board of Education bring Policy 18: Student Transportation to a Policy Committee Meeting for review of ableist language.

All trustees opposed.

**MOTION DEFEATED**

R21/09/21-37

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Perreault

That the Langley Board of Education bring Policy 18: Student Transportation to a Policy Committee Meeting for review of safe walking routes.

All trustees opposed.

**MOTION DEFEATED**

R21/09/21-38

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Coburn

That the Langley Board of Education bring Policy 18: Student Transportation to a Policy Committee Meeting by the end of 2021.

**CARRIED UNANIMOUSLY**

10.3 PROPOSED MOTION ON TRUSTEE HANDBOOK

R21/09/21-39

**Moved By:** Trustee Wilson

**Seconded By:** Trustee Perreault

That the Langley Board of Education form an Ad Hoc committee to create a Trustee Handbook for Onboarding.

- The committee will be comprised of no less than 2 Trustees and up to 7 Trustees.
- Trustees may self-select to be on the committee.
- The committee will meet a minimum of 2 times with staff so that staff can provide information and feedback to the committee. Staff members to be determined by the Superintendent.
- The committee will present the Handbook to the Board for review and feedback no later than May 2022.
- The committee will present the Handbook to the Board at the Regular Meeting of the Board June 21, 2022 for approval.
- The Ad Hoc committee will be dissolved at the end of this term.

OPPOSED: Trustee Coburn

**CARRIED**



10.4 EVERY CHILD MATTERS

R21/09/21-40

**Moved By:** Trustee Perreault

That the Langley School District purchase an "Every Child Matter's" flag to fly yearly on September 30<sup>th</sup> as an outward expression of our commitment to our community and most importantly our Indigenous Community to whose territory we acknowledge and reside on.

**MOTION AMENDED**

R21/09/21-41

**Moved By:** Trustee Coburn

**Seconded By:** Trustee Tod

That the Langley School District purchase an "Every Child Matter's" flag to fly yearly for the month of September as an outward expression of our commitment to our community and most importantly our Indigenous Community to whose territory we acknowledge and reside on, to be completed by September 2022 at the School Board Office.

**CARRIED UNANIMOUSLY**

10.5 YEARLY TRAINING

R21/09/21-42

**Moved By:** Trustee Perreault

**Seconded By:** Trustee Tod

That the Langley School District implements yearly training for:

- a. All Senior Staff (DLT) of the "cultural protocols and systems" to which we work thereby supporting the conversation around cultural safety and enabling in our leadership roles in the spirit of empathy and safety. (ie: Workshop: Indigenous Cultural Protocols, Empathy and Safety Work – Decolonizing Cultural Safety in the Workplace by: Michelle Nahanee ~ Ta7taliya)
- b. Onboarding of School Trustee's for every new term as part of the training and educational programs to delivered by Indigenous Cultural Presenters, or Educators to further expand the understanding of the knowledge of the same nature as our Staff.

**MOTION AMENDED**

R21/09/21-43

**Moved By:** Charlie Fox

**Seconded By:** Trustee Tod

That the Langley Board of Education split the previous motion into 2 separate motions as follows:

1. That the Langley School District implements yearly training for senior staff (DLT) of the "cultural protocols and systems" to which we work thereby supporting the conversation around cultural safety and enabling in our leadership roles in the spirit of empathy and safety. (ie: Workshop: Indigenous Cultural Protocols, Empathy and Safety Work – Decolonizing Cultural Safety in the Workplace by: Michelle Nahanee ~ Ta7taliya)
2. That the Langley School District implements yearly training for onboarding of School Trustee's for every new term as part of the training and educational programs to delivered by Indigenous Cultural Presenters, or Educators to further expand the understanding of the knowledge of the same nature as our Staff.

Opposed by Trustee Ward

**CARRIED**

R21/09/21-44

**Moved By:** Charlie Fox

**Seconded By:** Trustee Tod

That the Langley School District implements yearly training for senior staff (DLT) of the "cultural protocols and systems" to which we work thereby supporting the conversation around cultural safety and enabling in our leadership roles in the spirit of empathy and safety. (ie: Workshop: Indigenous Cultural Protocols, Empathy and Safety Work – Decolonizing Cultural Safety in the Workplace by: Michelle Nahanee ~ Ta7taliya)

All Trustees Opposed

**MOTION DEFEATED**

R21/09/21-45

**Moved By:** Charlie Fox

**Seconded By:** Trustee Tod

That the Langley School District implements yearly training for onboarding of School Trustee's for every new term as part of the training and educational programs to delivered by Indigenous Cultural Presenters, or Educators to further expand the understanding of the knowledge of the same nature as our Staff.

Opposed: Trustee Coburn

**CARRIED**

10.6    **FLAGS**

**Moved By:** Trustee Tod

**Seconded By:** Trustee Ward

That the Board of Education direct staff to raise flags to full mast as of October 1, 2021.

**MOTION RESCINDED**

11.    **TRUSTEE COMMENTS**

Trustees acknowledged National Day for Truth and Reconciliation on Sept 30 and shared appreciation for IT staff at tonight's meeting. A welcome back to all staff and students. Appreciation for Gord Stewart's work and a congratulations on his retirement and a welcome to Mal Gill as he transitions into his new role. Appreciation shared for the District, our leadership team, our partner groups, trustees, parents, students and our nations. BC Lions is bringing awareness to Truth and Reconciliation. A reminder to mindful of those around you as you don't know their journey or where they come from. Congratulations to John Aldag on being elected.

12.    **QUESTION PERIOD**

Due to the fact that public will be using an online platform for this Regular Board Meeting, the process for question period is as follows. The Board will not be taking questions from members of the public in real time. We encourage members of the public to please submit their questions by emailing [feedback@sd35.bc.ca](mailto:feedback@sd35.bc.ca). Questions will be accepted up until one hour after the adjournment of the meeting. Board members or the appropriate staff will respond to the individual directly to acknowledge they've received the email within 24 hours. Thereafter, a response will be provided to the individual. The purpose is to ensure that those present in the audience have an opportunity to obtain clarification concerning business conducted during that meeting. Priority will be given to responding to one question per person before considering further questions from any individual.

The following will help the public develop questions for Question Period at a Board Meeting that is keeping with the goal of a respectful and focused meeting.

Questions:

1. Need to be directed to the Chair and not to staff;
2. Need to be related directly to the topic on the agenda;
3. Need to be succinct, focused and not be a statement;
4. May not be asked that are related to personnel or directed at an individual trustee;
5. May not be asked that are related to contract negotiations; and
6. The questioner shall provide their name so that it can be reflected in the minutes.

All of the above are directions provided for in Board Policy No. 7 - Board Operations. The Chair may answer, may defer to staff or indicate a question may not be in keeping with the above guidelines.

The Board appreciates the public's interest and wants to ensure a professional meeting is conducted, with Question Period focused on providing guests with the clarification they seek.

Trustees also welcome questions from members of the public apart from Question Period. Their contact information is available on the School District website.

The Chair called for questions from the public.

13. ADJOURNMENT

R21/09/21-46

**Moved By:** Trustee Coburn

**Seconded By:** Trustee Ward

That the meeting be adjourned at 10:46 p.m.

**CARRIED UNANIMOUSLY**

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TRUSTEE ROD ROSS

BOARD CHAIR

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BRIAN ISELI, CPA, CMA

SECRETARY-TREASURER



## **Education/Strategic Plan Committee Report**

### **October 5, 2021 Meeting**

At the October 5, 2021 Education/Strategic Plan Committee Meeting, the committee received reports on the following topics:

- Online Learning in the Langley School District
- Board Work Plan
- Administrative Procedures:
  - AP 300: Entry to An Educational Program



## **Finance and Facilities Report**

### **October 12, 2021 Meeting**

At the October 12, 2021 Finance and Facilities Committee Meeting, the committee received reports on the following topics:

- A tour of Langley Secondary School's new build and newly renovated areas.
- Financial Planning and Reporting Policy / Accumulated Operating Surplus.
- SSAC process update.



## **Policy Committee Report**

### **October 5, 2021 Meeting**

At the October 5, 2021 Policy Committee Meeting, the committee received reports on the following topics:

- Policy Committee Workplan
- Policy 5: Role of the Board Chair
- Policy 6: Role of the Vice-Chair



Langley District Parent Advisory Council  
General Meeting  
**Adopted Minutes**  
April 22, 2021

Meeting Held Online via Teams

**1. Call to Order: 7:03pm**

**2. Welcome and Introductions**

We acknowledge that the Langley School District resides on the traditional unceded territory of the Kwantlen, Katzie, Matsqui and Semiahmoo First Nations.

**3. Establish Quorum** HDSMS, PEMS, LMCS, Gordon Greenwood, James Hill, ACSS, Langley Fundamental, RC Garnett, Betty Gilbert, Shortreed, Yorkson Creek Middle, Noel Booth, DW Poppy, LFMSS, Peterson Road

*(45 schools \* 20% voting members = 9 school)*

**4. Adoption of**

Agenda April 2021 - Adopted

Minutes from March General 2021 - Adopted

**5. Guest Presentation**

**Devon Stokes-Bennet, Humanities District Teacher “Family Tech Time” project.** Presentation will be available as addendum in minutes. Social posts will be coming. Explore the tool, test and use with your family. It is applicable for all. SHARE! There is a #langleytechtime encourage others to test. <https://langleyliteracynetwork.com/family-tech-time/>

**6. Guest Presentation**

**Brian Iseli, Secretary Treasurer – District Budget update**

Presentation will be available as addendum in minutes. Focus on status quo budget so students get at least what they had in the year prior. Focusing on equity in the system. June 30<sup>th</sup> is submission deadline to Ministry. Still on track for opening of the elementary school in September 2021. Will have a deficit budget in 2021/2022.

Q: When will you know about the virtual budget open house vs in person?

A: More than likely it would be a virtual open house, but at this point we will wait and see on health order.

**7. Report:** Tony Ward, School Board Trustee - onboarding Trustee Charlie Fox, Notice of motion for next public board meeting for chair position due to new board with the addition of Trustee Fox.



**8. Report:** Gord Stewart, Superintendent

Willoughby Elementary went back in session on April 22<sup>nd</sup> due to fire in the area.

Langley teachers are getting vaccine: Coordination of teachers who work with children to work as a team so no school closures occur while teachers are absent to be vaccinated.

Numbers: 212 notifications since October 1<sup>st</sup> (23,000 students over 43 sites) Langley has done well! Keep it going!

Five sites that have not had a case.

RE Mountain: 20 cases

Stafford 14

Brookwood 13

DW Poppy / LSS 12

April is on track to be the largest notification as of April 22<sup>nd</sup> with a total of 50 cases.

Question: If kids are off 5 or more days. What can be done if they are in isolation?

A: Bringing questions to assistant superintendents to problem solve. Move to online system if an entire class and connecting before / after school to help if a few students are in isolation.

Graduation: Size restrictions are in place. Planning and are hopeful for end of June, plan on that week something would happen, nothing being promised at this time.

Next year: High school will be semester system. NOT quarter system. Every school on same schedule with start and end. Looking to allow access for all - especially schools without access to trades programs or other programming that larger schools might have. Looking for timetables to be coordinated.

Summer School: Looking at coordinating something for students

Questions: Are teachers losing their prep time or being made to share due to calendar systems?

Answer: No loss of prep time whatsoever.

**9. Old Business**

**A. MOTION:** Parkside Centennial Elementary PAC moves that the Langley District Parent Advisory Council be directed to work with the district to review or create a dog policy for the district.

**i. RATIONALE** In light of a recent event at Parkside, we would like to make a motion for the district to take a more active role in the rules regarding dogs on school property and keeping them off the property unless they are registered support animals and a set out procedure how to go about making sure any dogs on the property are registered training support animals with a clear set out

guideline for the schools/ families and if the rule is not followed a policy for that.

**AMENDMENT PROPOSED:** Langley Meadows Community School and Peter Ewart Middle School move that the Langley DPAC creates a working task force or committee to review municipal and provincial precedents to determine whether creating a district dog policy is necessary or within the purview of the DPAC.

**Second** Barry

Amendment Discussion: The amendment is significantly different to the original motion. We need to go back to the original motion and vote. Then, instead of an amendment it would be a new motion.

**Motion** to Amend was withdrawn

**Motion** to table the original motion from 9A of the Agenda by Peter Ewart and Langley Meadows until the May AGM to give more time to PACs for further discussion.

**Seconder** West Langley

**Discussion:**

Is there already an existing dog policy within the district? Currently, there is no policy or procedure with the district.

Table timeline question: We would vote on the original motion in May at the AGM.

Want to table this as there are more questions from parents and discussions at PAC levels to give more time for discussion.

**VOTE** in Favour of tabling:

For: 13

Against: 5

Abstain: 0

**MOTION PASSED** to Table

Discussion on original motion.

Comment:

- On a leash no problem. Off Lease is an issue.
- How can this possibly be enforced?
- Not in purview of DPAC or district as there is a municipal bylaw. What are other districts doing around the province? Why doesn't the school not post their own signage rather than having it at district level.

- Is this a Township issue or a district issue?
- Emotional support dogs / registered dogs how would they factor in

Take back to PACS for clarity and further questions. This Motion will be added to the May Agenda.

- B. Nominations Committee** - May is AGM, consider being on the DPAC board. Email nominations committee to learn more: [nominations@langleydpac.ca](mailto:nominations@langleydpac.ca)
- i. Complete a nomination here: <https://forms.office.com/r/9nWhRh39tU>

Nominations open until May 17 2021. May 20<sup>th</sup> is the vote.

## 10. New Business

### 11. Executive and Committee Reports:

- a. President's Report - Alicia Rempel: scholarships are being reviewed and scholarship winners to be announced at the next meeting. Recommended presentation from last school board meeting. The link is online. Highly recommend watching the transition support model with feedback and a showcase of those who thrived under this model to deliver a great educational year for some students.

Question from the floor: How should PACs weigh in on ideas for presentations for next year?

Answer: Please email: [Secretary@langleydpac.ca](mailto:Secretary@langleydpac.ca) if you have any ideas on 2021/2022 presentations. Chat response: Cannabis presentation for parents/youth -

- b. Treasurer's Report – Chantale Hubbs
  - b. End of Quarter Report
  - b. 2021 / 2022 Budget Presentation to be voted on at May AGM.  
[Treasurer@langleydpac.ca](mailto:Treasurer@langleydpac.ca) prior to May 6<sup>th</sup> if there are any budget adjustments.
- c. Written Committee Reports (Attached if applicable)

### 12. Announcements

Next School Board Meeting: May 25th 7pm – 9pm

Next DPAC Meeting: May 20, 2021 - 7pm – Teams - AGM

White Hatter – Parent Education [Register on Eventbrite](https://linktr.ee/LangleyDPAC) <https://linktr.ee/LangleyDPAC>

1. May 4<sup>th</sup> Social Media Safety and Digital Literacy for Parents 7- 9pm
2. May 18<sup>th</sup> - Online Sexual Predation and Exploitation: What is the threat, and what can caregivers do to help minimize the risks. 7-9pm
  - a. Save the dates: June 8<sup>th</sup>, Sept 14<sup>th</sup> and October 12<sup>th</sup>

**Adjournment – 8:46pm**



## MINUTES OF THE ADVISORY DESIGN PANEL MEETING

HELD VIA VIDEO CONFERENCE

WEDNESDAY, JULY 21, 2021  
7:01 PM

<b>Present:</b>	Councillor Rudy Storteboom (Chair) Councillor Nathan Pachal (Vice-Chair) Rob Chorney Wendy Crowe Mark Lesack Clark Kavolinas Scott Thompson School Trustee Shelley Coburn
<b>Absent:</b>	Heidi Tobler Ella van Enter Chad Neufeld Garth White Cst. Dylan Burtman Cpl. Craig Van Herk
<b>Guest:</b>	Councillor Paul Albrecht
<b>Staff:</b>	Carl Johannsen, Director of Development Services Anton Metalnikov, Planning Assistant II Paula Kusack, Deputy Corporate Officer

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Councillor Storteboom called the meeting to order and began by acknowledging that the land on which we gather is the traditional unceded territory of the Coast Salish people, including the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

Four members of the public joined the electronic meeting.

### 1) **APPROVAL OF AGENDA**

It was MOVED and SECONDED

THAT the agenda for the July 21, 2021 Advisory Design Panel be approved.

**CARRIED**

## **2) APPROVAL OF MINUTES**

It was MOVED and SECONDED

THAT the minutes of the June 29, 2021 Advisory Design Panel be approved as circulated.

CARRIED

## **3) DEVELOPMENT PERMIT APPLICATION DP 06-21**

20359 Langley Bypass

Carl Johannsen, Director of Development Services, provided a brief overview of the Development Permit application noting it is a 1500 square foot addition to an existing furniture store on the Langley Bypass. The current Official Community Plan land use designation is Service Commercial, and the new draft Official Community Plan land use is the same.

The following individuals entered the meeting:

Harry Evans, RAM Construction Inc

Craig Mitchell, Craig Mitchell Architecture + Design Inc.

Clark Kavolinas, C. Kavolinas & Associates

The applicants presented the project providing an overview of the proposed development with details on the following:

- The addition of a 1500 square foot product showcase area as well as a second-floor office space.
- It is not a distribution facility
- Improvements to the east façade
- Additional parking, bike parking and barrier free parking
- Requested variance for a loading zone
- Updated/upgrading existing landscaping at main entrance
- New landscaping on the east property line

In response to panelist questions the applicant advised the following:

- There is no outdoor amenity area for staff to eat lunch etc.
- According to the owner's operational needs one loading bay is sufficient as it is a showroom not a distribution warehouse.
- Parking requirements have been met
- There is currently no indication of the pedestrian walking area from the far parking lot area to the main entrance of the building.
- There is no tree loss with the proposed application
- There is a fence along the east side at Jeffry Creek

After the questions were answered the applicant was excused from the meeting and the ADP members deliberated.

Mr. Kavolinas excused himself from the meeting due to a conflict-of-interest.

With Mr. Kavolinas' departure from the meeting quorum was lost.  
An informal discussion ensued about the following:

- Consider identifying a highlighted pedestrian path on the parking lot surface (textured treatment / striping)
- Move accessible parking spots to locate them closer to the entrance
- Consider an outdoor amenity area for employees
- Consider additional landscaping - more trees along the Langley Bypass to improve frontage.

With no quorum present no formal motion was considered, however Mr. Johannsen advised he'd forward the discussion points to the applicant for information purposes.

**4) OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION OCP 02-21  
ZONING BYLAW AMENDMENT APPLICATION RZ 02-21  
DEVELOPMENT PERMIT APPLICATION DP 03-21**

5324-5326 & 5334-5336 198 Street

Mr. Kavolinas returned to the meeting and quorum resumed.

Carl Johannsen, Director of Development Services, provided a brief overview of the application context and described the existing and proposed zoning in relation to the proposed draft OCP. He noted a two-storey building is possible, however typically the applications are for three storeys. No variances are requested; however a Comprehensive Development zone is required to permit the density requested.

Mr. Johannsen advised that an error was discovered on the shadow study noting the building was situated too far west. It has been corrected but results in shadowing on the east properties one hour earlier at the March and September equinox. He noted that accounting for topography and a six-foot fence height, the shadowing impact will be less than on the original proposal.

The following individuals from the applicant team entered the meeting:  
Erik Hacker, Quarry Rock Developments  
Harp Saran, Quarry Rock Developments  
Gordon Yiu, Atelier Pacific Architecture Inc.  
Jennifer Wall, Van der Zalm + Associates

Mr. Yiu presented the application, providing an overview of the building design with details on the following:

- Project location
- Proposed site, noting surrounding property uses
- Site elevation and access
- Setbacks
- Project data
- Floor plans
- Shadow studies
- Form and character of the project
- Elevations
- Materials board

Ms. Wall provided information on the landscape plan including:

- New trees will provide a canopy; connects green corridor to the park on the west
- On site storm water management
- Retaining wall interface; permeable paving surfaces
- Plant materials
- Renderings of the proposed landscape amenities

The following comments were provided by the Panel members for information:

- Grass on the north side of the building may not be successful, could consider moss covering, or an artificial surface that can be used in a grass like form
- Frontage roof is clean and modern but the gable ends are small flat roofs, not sure they complement one another. Suggest that the modern features be carried from the front to the side.
- Gables have no overhang, should be more of an overhang to help provide more protection to the walls
- Doors could be a warmer colour, not so dark

The applicant noted the roof overhang does not extend in areas that are in proximity of the interior road in consideration of fire truck height.

- Consider giving each unit block a different colour palette to give identity.
- Separation feature (privacy screen) for doors leading out from garages
- Consider Juliet balconies on the second floor to give a feeling of outdoor space
- Use the bump out for the electrical room to create a balcony for that suite, will add visual interest
- Consider varying uniform windows on the street side on 198<sup>th</sup> Street to give greater visual interest and define the units, use opaque glass to maintain security

Mr. Johannsen suggested security would be compromised on 198<sup>th</sup> Street side, however emphasis on ground floor patios and window openings that front the interior road would be an alternative.

- Fencing heights between units is 4' and 6' overall
- Consider height of 5' instead of 4' between units to avoid residents creating their own privacy screens when they find that 4' isn't enough
- Fencing posts will be aluminum and possibly the whole fence
- Add a rendering for the streetscape facing 198<sup>th</sup> Street and 53 Avenue to illustrate the interface between the building and the street for a better visual effect.

With the permission of the Panel, the Chair invited the public in attendance to comment / ask questions about the proposal and in response the following was noted by staff and/or the applicant:

- Shadow studies illustrate the times of year when the most significant shadows would be cast and are given to show the buildings impact on surrounding public outdoor space.
- The elevation difference between the north and south sides of the property is approximately a 2.6m change and elevation is considered when creating the shadow study.
- There will be retaining walls in the rear yards to make the space functional due to elevation changes
- Reconsider dog run for outdoor amenity space as there is a dog off-leash area in the neighbouring park
- The fence along 53 Avenue and 198<sup>th</sup> Street will not be a solid panel fence, perhaps horizontal board or aluminum with separation
- Landscaping along 198<sup>th</sup> Street and 53 Avenue will include grass to the property line, decorative panels to break up the fence line and it will all tie in with internal design style.

The public provided the further comments for consideration:

- Green space should be expanded with an emphasis on the environment. Drop unit number from 13 to 11.
- Discouraged tandem parking
- Consider safety measures on the street as children will need to get to and from the park across the street safely

Mr. Johannsen reminded the public that the Advisory Design Panel's mandate is to provide input on form and character, not density. He encouraged members of the public to attend the public hearing as that is the venue to talk about density. He further noted that if the development is approved by council, upgrades to the frontage include curb bulges and crosswalks to slow traffic and improve safety.



The ADP will make a series of recommendations and going forward staff will meet with the applicant to refine the application before it is considered by Council in September. If Council gives first and second reading to the bylaws they will proceed to public hearing after that. Notices will be mailed out to properties within 100m of the subject properties and newspaper ads will be placed to advise of the date and time of the Public Hearing. The public are welcome to provide input regarding zoning and density at that meeting.

Mr. Yiu, Mr. Hacker, Ms. Wall and Mr. Saran left the meeting at 9:01pm.

The Panel compiled a list of recommendations for the applicant.

It was MOVED and SECONDED

THAT

1. The ADP receive the staff report dated July 14, 2021 for information; and
2. The ADP recommends the applicant give further consideration to the following prior to the application proceeding to Council:
  - a. Update the roof design (require overhangs, consider a flatter roof/resolve pitched/flat roof intersection)
  - b. Consider updating the door materials/colours (brighter expression)
  - c. Consider a varied colour palette for each townhouse block
  - d. Consider balconies or Juliette windows on second floor along internal driveway, and over the electrical room
  - e. Update ground floor windows along 198 to add more differentiated ground floor elevation
  - f. Consider additional back patio screening between back yard areas (Blocks 2 and 3), and additional screening along 198 Street for patios (Blocks 1) – retain 4 foot high fence along street front with higher screening intervals
  - g. Replace/update the entire east fence
  - h. Utilize more durable fencing material along project edges
  - i. Provide rendering to show proposed building at corner of 198/53

CARRIED

5) **NEXT MEETING:**

September 8 or 15, 2021 (tentative)

6) **ADJOURNMENT**

It was MOVED and SECONDED

THAT the meeting adjourn at 9:19 pm.

CARRIED



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**ADVISORY DESIGN PANEL CHAIR**



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**DIRECTOR OF DEVELOPMENT SERVICES**



## MINUTES OF THE ADVISORY DESIGN PANEL MEETING

HELD VIA VIDEO CONFERENCE

WEDNESDAY, JUNE 9, 2021  
7:02 PM

- Present:** Councillor Rudy Storteboom (Chair)  
Councillor Nathan Pachal (Vice-Chair)  
Rob Chorney  
Wendy Crowe  
Mark Lesack  
Clark Kavolinas  
Chad Neufeld  
Scott Thompson  
Cst. Dylan Burtman  
Cpl. Craig Van Herk  
School Trustee Tony Ward
- Absent:** Heidi Tobler  
Ella van Enter  
Garth White
- Guest:** Councillor Paul Albrecht
- Staff:** Carl Johannsen, Director of Development Services  
Roy Beddow, Deputy Director of Development Services  
Anton Metalnikov, Planning Assistant II  
Kelly Kenney, Corporate Officer

Councillor Storteboom called the meeting to order and began by acknowledging that the land on which we gather is the traditional unceded territory of the Coast Salish people, including the Katzie, Kwantlen, Matsqui and Semiahmoo First Nations.

### 1) **APPROVAL OF AGENDA**

It was MOVED and SECONDED

THAT the agenda for the June 9, 2021 Advisory Design Panel be approved.

**CARRIED**

## 2) **APPROVAL OF MINUTES**

It was MOVED and SECONDED

THAT the minutes of the May 12, 2021 Advisory Design Panel be approved as amended to remove Rob Chorney from the list of members present.

CARRIED

## 3) **ZONING BYLAW AMENDMENT APPLICATION RZ 04-21 DEVELOPMENT PERMIT APPLICATION DP 05-21**

19665 & 19669 55A Avenue

Carl Johannsen, Director of Development Services, provided a brief overview of the planning context for the proposed Rezoning and Development Permit applications.

At the request of the Chair, staff provided an update on the status of the adoption process for the new OCP. Mr. Johannsen advised that the OCP, which includes the Nicomekl River District Neighbourhood Plan, and District Policies for specific areas was given first and second reading at the May 31<sup>st</sup> Regular Council Meeting and will go to Public Hearing on June 28. An email will be sent to ADP members with a link to the document and notice of the Public Hearing. The ADP's recommendations were incorporated into the Development Permit Guidelines.

In response to a question from a Panel member, Mr. Johannsen advised that staff have been supportive of having visitor parking located off of laneways in multi-family developments as long as there are adequate site lines.

The following individuals entered the meeting:  
Fred Adab, Principal, F. Adab Architects Inc.  
Meredith Mitchell, Principal, M2 Landscape Architecture  
Azar Ahmadi, Senior Architectural Designer, F. Adab Architects Inc.  
Dennis Chan, Leone Homes  
Manny Janda, Leone homes

Mr. Adab presented the application, providing an overview of the building design with details on the following:

- Context Plan
- Aerial Map and Context Photo
- Site Plan
- Perspective View from South – East to Block 1 (55A Ave.)
- View from south - west to Block 1

- View from south - west to block 2
- Elevations
- Exterior finishes and colour.

Ms. Mitchell provided information on the landscape plan including details on perimeter fencing and tree plan.

In response to questions from Panel members, Mr. Adab and Ms. Mitchell provided the following information:

- the fence separating the parking stalls from the patios at grade on 55A Ave. was to be aluminum with plantings growing in front, but it could be changed to a more solid fencing material to provide more privacy;
- the landscape plan for the rooftop is still being developed;
- to add more interest to the road between the blocks they could replace asphalt at the entry points to the site with pavers;
- to make the roadway more interesting, decorative pavers could be added to the road or perhaps instead of flower beds, raised planter boxes could be added that match the height of the garage door;
- traffic calming speed humps could be installed on the roadway between the blocks to discourage use by non-residents;
- the third bedroom is large enough to fit a queen size bed and one side table;
- the intent of the downstairs bedroom was to be able to utilize it as an office or rec room with access to the outdoor space;
- windows could be put in the garage doors to add more interest to the roadway area;
- can look into having a more solid partition between units to provide more privacy; however, some people might not like not being able to see through to the view
- it is anticipated that the demographic for this building would be similar to the Lift residential development across the street: younger families, mid to late 30s, to late 40s and early 50s;
- there will be permeable surfaces around the patios and walkways;
- to make it clear for emergency responders where the units are located, unit numbers will be on garage doors as well as front doors to units and signage can be placed at the entrance to the complex with directional arrows to indicate which units are on which side;
- the area in front of the garage units was envisioned to be utilized as a play area with access to the back patio.

Mr. Adab, Ms. Ahmadi, Ms. Mitchell, Mr. Chan and Mr. Janda left the meeting.

Panel members provided further recommendations:

- some parking stalls are too crowded; removing a unit would provide more space and better site lines;
- redo parking stalls configuration;
- metal fencing around parking can be damaged over time;
- pavers are not the best solution to differentiate between the public road and private driveway as they will sink over time; coloured or stamped concrete would be better solution;
- there needs to be a well thought out rooftop amenity plan with space for plantings and system for watering them;
- there needs to be more privacy between patios on upper units.

In response to questions from Panel members, Mr. Johannsen provided the following information:

- staff can discuss the parking stalls configuration with the developer;
- the intent of having the 8m wide driveway was to accommodate fire trucks;
- there is a rendering which shows the development's relationship to neighbouring properties as staff wanted to ensure that there will be 9m from either side of the property line between developments.

The Panel compiled a list of recommendations for the applicant.

It was MOVED and SECONDED  
THAT

1. The ADP receive the staff report dated June 2, 2021 for information; and
2. The ADP recommends the applicant give further consideration to the following prior to the application proceeding to Council:
  - a. Update trellis structures over entries to provide better weather protection;
  - b. Utilize solid, opaque and longer privacy screens on balconies and roof-top patios;
  - c. Consider updating patio fencing adjacent to visitor parking spaces;
  - d. Update design of visitor parking spaces;
  - e. Use a surface treatment(s) on central driveway to create visual interest and discourage cutting through (paving, planters/ landscaping);
  - f. Add more visual interest to garage doors (windows);
  - g. Utilize permeable surfaces wherever possible;
  - h. Consider access doors to garage from ground floor office/storage space (not form and character, could be a code issue);
  - i. Ensure clear sightlines maintained from visitor parking spaces to lane;
  - j. Utilize signage on 55A Avenue to clearly identify where units and their entrances are in complex;
  - k. Show plantings and programming on roof top patios;
  - l. Consider adding canopies over second-floor balconies.

CARRIED

4) **OFFICIAL COMMUNITY PLAN AMENDMENT APPLICATION OCP 03-21**  
**ZONING BYLAW AMENDMENT APPLICATION RZ 03-21**  
**DEVELOPMENT PERMIT APPLICATION DP 04-21**

20040-20070 53A Avenue & 20041-20071 53 Avenue

Carl Johannsen, Director of Development Services, provided a brief overview of the planning context for the proposed Rezoning and Development Permit applications.

In response to questions from Panel members, Mr. Johannsen confirmed that the 4m mid-block greenway would be available to walk through at completion of the development and would be widened to 8m once neighboring properties are redeveloped. He further advised that staff will work with Engineering to look at installing a cross walk on 53 Avenue at the same time as the initial 4 m wide greenway to eliminate potential jay walking by students using the greenway.

The following individuals entered the meeting:

Jess Dhillon, Redekop Development Corp.

Jessica Thiessen, Landscape Architect, KD Planning & Design Ltd.

Eric Poxleitner, Principal, Keystone Architecture

Elena Topisirovic, Project Coordinator Keystone Architecture

Ms. Topsirovic presented the application, providing an overview of the building design with details on the following:

- Project data
- Form and character of other keystone projects in the area
- 10-minute radius transit map
- aerial view site plan
- ground level site plan
- Shadow studies
- Parkade plan
- Floor plans
- Site sections
- Ramp cross sections
- Elevations
- Rendered elevations
- Material board
- Renderings.

Ms. Thiessen provided information on the landscape plan.



In response to questions from Panel members, Ms. Topsirovic provided the following information:

- there is no excess visitor parking spots; there are just enough to meet zoning requirements;
- the secured parking is secured by a 6' high chain link fence with gate;
- outdoor amenity space is not a requirement under the bylaw; because of the development's proximity to a school playground and large field it was felt that outdoor amenity space was not needed;
- potential uses of the indoor amenity space haven't been determined yet;
- there is some, but not full coverage for patios;
- can look into utilizing landscaping buffer to provide more privacy for units located at the south entrance to the development and possibly relocate patio of unit on north side of building to provide more privacy;
- can look into expanding patio area by removing the small grass strips between patios so as to eliminate need to mow such a small area;
- can look into incorporating some green space into the surface parking area next to the building;
- can discuss with client adding some more EV charging stations for residents and an EV charging station in visitors parking as well as rough ins for future EV charging stations;
- there is one loading zone;
- will make sure the storage lockers can actually be used for laundry, bike storage and regular storage;
- all windows in bedrooms fully open;
- can discuss with client making the partitions between units more solid for greater privacy;
- there are ramps on both frontages for accessibility;
- there are six adaptable units, and all common areas and corridors are designed to accessibility standards;

Mr. Dhillon, Ms. Topisirovic, Ms. Thiessen and Mr. Poxleitner the meeting.

Panel members provided further recommendations

- as the mail room is quite separate from other areas, a surveillance camera should be installed there;
- the chain link fence could be replaced with higher quality material;
- the P1 level parking plan has some parking stalls that are problematic.

Mr. Johannsen advised that the applicant isn't looking to reduce parking requirements; but staff will discuss this possibility with the applicant as it would allow better parking ability for some spaces and the ability to add more plantings in the parking area.

The Panel compiled a list of recommendations for the applicant.

It was MOVED and SECONDED  
THAT

1. The ADP receive the staff report dated June 2, 2021 for information; and
2. The ADP recommends the applicant give further consideration to the following prior to the application proceeding to Council:
  - a) Provide additional on-site outdoor amenity space (i.e. roof-top, or parking deck through reducing parking spaces);
  - b) Improve privacy for ground floor patios adjacent to building entrance and parking ramp entrance;
  - c) Consider updating landscaping in narrow areas (i.e. plantings vs. grass, easier maintenance);
  - d) Consider additional installed EV chargers and rough-ins, including in the visitor parking/ground floor;
  - e) Ensure combined storage areas are usable and practical (not form and character);
  - f) Utilize solid opaque privacy screens between patios/balconies;
  - g) Ensure security is considered for mail room placement/design, including by employing a CCTV system;
  - h) Update fencing material on ground floor parking deck (no chain-link fencing, suggest aluminum);
  - i) Consider increased weather protection over balconies on 5<sup>th</sup> floor below indoor amenity spaces;
  - j) Provide landscaping in the surface parking area to soften its appearance.

**CARRIED**

**5) NEXT MEETING:**

June 29/July 14, 2021 (tentative)

6) **ADJOURNMENT**

It was MOVED and SECONDED

THAT the meeting adjourn at 9:18 pm.

CARRIED



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**ADVISORY DESIGN PANEL CHAIR**



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**DIRECTOR OF DEVELOPMENT SERVICES**



## JOINT SCHOOL DISTRICT NO. 35 / MUNICIPAL LIAISON COMMITTEE

Dec 3, 2020 at 4:00 pm  
School District No. 35 (Langley)  
4875 – 222 Street, Langley, BC  
Virtual Microsoft Teams Meeting



### MINUTES

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**Present:** **School District #35**  
Trustee Rod Ross, Co-Chair  
Gord Stewart, Superintendent of Schools  
Brian Iseli, Secretary-Treasurer

**Absent:** Trustee Tony Ward, Trustee

**Present:** **City of Langley**  
Councillor Rosemary Wallace, Co-Chair  
Councillor Teri James  
Kim Hilton, Director of Recreation, Culture and Community Services  
Francis Cheung, Chief Administrative Officer (left meeting at 4:25)

#### 1) **APPROVAL OF AGENDA**

Meeting was called to order at 4:03 pm.

**Joint School District No. 35 / Municipal Liaison Committee December 3, 2020**

Recommendation:

That the Joint School District No. 35 / Municipal Liaison Committee approves the Agenda and receives the agenda items of the December 3, 2020 meeting.

**MOVED BY Councillor Rosemary Wallace**

**SECONDED BY Councillor Teri James**

**CARRIED**

#### 2) **ADOPTION OF MINUTES**

**Joint School District No. 35 / Municipal Liaison Committee October 15, 2020**

Recommendation:

That the Joint School District No. 35 / Municipal Liaison Committee adopt the Minutes of the October 15, 2020 meeting.

**MOVED BY Councillor Rosemary Wallace**

**SECONDED BY Councillor Teri James**

**CARRIED**

#### 3) **ITEMS FROM PRIOR MEETINGS**

**No items.**

#### 4) **ITEMS FOR DISCUSSION**

##### a) Covid-19 Update

Superintendent Gord Stewart provided an update.

Since Sept, Langley District has had 95% of kids back in schools.

Costs for hand sanitizer, custodial work, etc have increased greatly.

51 cases have been reported in our schools so far. No cases have transmitted within our schools. Cases have been brought into the schools from the community. Students are never named to protect privacy.

We could possibly see an extension of the Christmas break but we don't know yet. Parents will be notified prior to the break to be prepared for online learning just in case it moves in that direction.

Smaller class sizes would mean that kids would only be in school for part days. Parents would not respond well to this option.

Questions:

Councillor Wallace congratulates the District on a great job and asks about current class sizes.

Superintendent Stewart answers that primary classes are at about 22 and intermediate classes are up to 30 children per class.

##### b) Enrolment Update

Secretary-Treasurer provided an update on enrolment in schools in the city.

Home school students increased from 10-15 to over 140 students this year.

Langley Secondary grew by about 37 students. ISP students in the District went from about 1000 to under 700 students this year.

Questions:

Are some parts of Langley more fearful than others? It doesn't seem like it.

##### c) City Requesting information on the following from the Board:

###### a. Online Learning

Already covered by Superintendent Stewart.

###### b. Food and Support programs for teachers and students

Employees are in good shape and have access to services and also rely on colleagues.

Families and communities are struggling. We are working on closing the gaps on waiting periods for students who need help.

Councillor Teri James explained how 'Options' can help.

#### 5) **ADJOURNMENT**

Meeting was called to adjourned at 4:42 pm.

#### 6) **NEXT MEETING DATE**

March 3 at 4pm at City

June 2 at 4pm at City

Oct 6 at 4pm at City

Dec 8 at 4pm at City



## JOINT SCHOOL DISTRICT NO. 35 / MUNICIPAL LIAISON COMMITTEE

Thursday, November 12, 2019  
School District No. 35 (Langley)  
School Board Office, Board Room  
Langley, BC



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### MINUTES

#### **PRESENT:**

Councillor Blair Whitmarsh (Co-Chair)  
Trustee Megan Dykeman (Co-Chair)

#### **School District No. 35:**

David Tod, Trustee  
Gord Stewart, Superintendent  
Brian Iseli, Secretary-Treasurer (School District No. 35)

#### **Township of Langley:**

Councillor Eric Woodward  
Councillor Steve Ferguson  
Mark Bakken, Municipal Administrator  
Ramin Seifi, General Manager, Engineering and Community Development

#### **ABSENT:**

Peter Tulumello, Director, Arts, Culture, and Community (Township of Langley)

#### **A. CALL TO ORDER**

The meeting was called to order at 2:34 pm.

#### **B. APPROVAL AND RECEIPT OF AGENDA ITEMS**

##### **1. Joint School District No. 35 Municipal Liaison Committee November 12, 2019**

**Moved by:** Trustee David Tod

**Seconded by:** Councillor Blair Whitmarsh

That the Joint School District No. 35 Municipal Liaison Committee approve the agenda and receive the agenda items of the November 12, 2019 meeting.

**CARRIED**

**C. ADOPTION OF MINUTES**

**1. Joint School District No. 35 Municipal Liaison Committee July 11, 2019**

**Moved by:** Trustee David Tod

**Seconded by:** Councillor Blair Whitmarsh

That the Joint School District No. 35 Municipal Liaison Committee adopt the Minutes of the July 11, 2019 meeting.

**CARRIED**

**D. OLD BUSINESS**

**1. Future School Site and Enrolment Needs**

Secretary-Treasurer Brian Iseli presented a powerpoint which detailed the School District's process for developing our student enrolment projections. The process of collecting and analyzing student enrolment data as well as the types of developments are analyzed through this process.

Historically, the School District does not have many of students coming out of condo developments.

It would be beneficial to streamline the process for receiving permits from the Township for building schools. Ministry approval is not always received in a timely manner which delays the process.

The District is unable to provide an update on future land purchases until after the Ministry's capital announcement is released in March 2020.

There is a public relations expectation that the TOL communicate well with the SD35 in order to better track development and have accurate projections.

**Action:** Secretary-Treasurer Brian Iseli will forward his powerpoint to the Township of Langley.

**Moved by:** Councillor Eric Woodward

**Seconded by:** Trustee David Tod

That the Joint School District No. 35 Municipal Liaison Committee refer this matter to staff to develop the appropriate exchange of information procedures recognizing the jurisdiction of each body.

**CARRIED**

**2. Rainbow Crosswalk (School District)**

Gord Stewart met with the Superintendent of RCMP, Murray Power, to assess whether there is a desire for creating a crosswalk between the School Board Office and the RCMP Detachment. RCMP responded that they would be interested and that they would be able to contribute to financially supporting the creation and upkeep.

Ramin Seifi confirmed that this road is owned by Township of Langley but is a private access road. Cost would be a secondary consideration to whether or not TOL council would like to move forward with creating this crosswalk.

**Moved by:** Trustee David Tod  
**Seconded by:** Councillor Blair Whitmarsh

That the Joint School District No. 35 Municipal Liaison Committee recommend that the Township of Langley consider a potential crosswalk between of buildings of the School Board Office and the RCMP Detachment.

**CARRIED**

#### **E. ITEMS FOR DISCUSSION**

##### **1. A Crosswalk at Intersection Across from Shortreed Elementary (TOL)**

This has gone to into the budget for 2020.

It was requested that the motion related to this item be changed to include the address as opposed to “across from Shortreed”.

It was recommended that any matters that have financial implications be referred to the School District before any action is taken.

#### **F. NEXT MEETING**

**Date:** TBD

**Location:** School Board Office

**Time:** TBD

#### **G. ADJOURNMENT**

**Moved by:** Councillor Steve Ferguson

**Seconded by:** Trustee David Tod

That the Joint School District No. 35 Municipal Liaison Committee meeting be adjourned at 3:29 pm.

**CARRIED**

**CERTIFIED TRUE AND CORRECT:**

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Co-Chair

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Co-Chair





## RECREATION, CULTURE, AND PARKS ADVISORY COMMITTEE

May 12, 2021 at 7:12pm  
Via Zoom

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### MINUTES

**Present:**

E. Erickson (Community Co-Chair)  
Councillor K. Richter (Council Co-Chair)  
Councillor E. Woodward (Council Co-Chair)

D. Gendron, M. Jackstien, D. Kang, K. Ludlam, M. Pratt, and J. Wilkins

**School Board Representative:**

D. Tod

**Staff:**

R. Stare, Deputy Director, Parks and Recreation  
K. Stepto, Recording Secretary

#### **A. APPROVAL AND RECEIPT OF AGENDA ITEMS**

##### **1. Recreation, Culture, and Parks Advisory Committee – May 12, 2021**

Moved by M. Pratt,  
Seconded by D. Kang,  
That the Recreation, Culture, and Parks Advisory Committee approve the  
agenda and receive the agenda items of the May 12, 2021 meeting, as  
amended.

**CARRIED**

Clerk's Note: "Your Local Community" was added to the agenda.

#### **B. ADOPTION OF MINUTES**

##### **1. Recreation, Culture, and Parks Advisory Committee – April 14, 2021**

Moved by J. Wilkins,  
Seconded by M. Jackstien,  
That the Recreation, Culture, and Parks Advisory Committee adopt the Minutes  
of the April 14, 2021 meeting.

**CARRIED**

#### **C. DELEGATIONS AND PRESENTATIONS**

## **D. REPORTS**

### **1. Council Co-Chairperson's Report**

E. Erickson reported that the Volunteer Appreciation Task Force has completed its duties and thanked D. Kang, D. Todd, and J. Wilkins for their participation. The successful nominees will receive their awards at the end of June. He further reported that he attended the virtual BCRPA Annual Symposium where they discussed the impact of COVID-19 on recreation services and facilities. He will provide a full report at a future meeting. He thanked Council for planting a tree on Arbour Day in remembrance of R. and D. Wenman, his sister and brother-in-law.

Councillor Richter provided the following update:

- Council has referred an application from Metro Vancouver for a new washroom facility at Derby Reach Park to the ALC for their approval.
- Council has referred a subdivision application submitted by the Ministry of Forests, Lands, Natural Resource Operations and Rural Development, on behalf of the owner of the property located at 8011 – 240 Street to the ALC. The Province wants to separate this forested area to protect rare birds.
- The Fees and Charges Bylaw has received final reading.
- Council passed a motion to confirm its commitment to restarting Active Beyond the Bell when it is safe to do so. They would like this program to have a full cost recovery within two years which will result in raising the fees. Council has also sent a letter to the local MLA's to inquire as to when \$10 per day Child Care will commence in the province.
- A virtual Open House took place for the Community Forest Management Strategy with over 120 participants. A public survey is available on the Township website.
- Council has approved the rezoning and disposal of the Alder Inn lands. The Public Plaza proposed at the site has been referred back to staff for more detail on how to reduce the cost of this temporary plaza.
- A new RCMP Superintendent has been hired – Inspector Adrian Marsden. Council has requested a report on the recent gang shootings in Langley.
- Metro Vancouver Parks Board received a presentation from Pacific Parkland Fundraising. As part of Earth Day, the BC Film Industry and Pacific Parkland have developed the "Reel Green" challenge to encourage filmmakers to reduce their environmental footprint. \$164,284 has been raised to date which will be put back into MV Parks.
- The MV Parks Report is now complete and will be presented at the end of the month to the Parks Board.
- In October 2019, Grouse Mountain was having trouble with a group of rock climbers cutting down trees and drilling holes into the rock to install climbing bolts. Two individuals have been charged and given a \$5,000 fine and are prohibited from park use for 12 months.

**E. CORRESPONDENCE**

**1. Metro Vancouver Parks Committee – Derby Reach**

The committee discussed the email received from S. Summers regarding Township of Langley park amenities, mainly the need for more dog parks. She noted that Walnut Grove has much need for more dog parks as there is currently only one. It was suggested that the committee discuss this further and send a motion to Council asking for dog parks to be fast tracked in the 2021 budget in areas that are lacking.

**Action:** Staff to provide the number of dog licenses issued in the Township over the past few years to the committee at the June meeting.

**Action:** The June Virtual Parks Tour to highlight the current and proposed dog parks in the Township.

**F. WORK PROGRAM**

**1. Seniors Programs and Services**

R. Stare reported that Seniors Week will take place from June 6-12, 2021 and that free swims will be offered at each of the pools. He further noted that seniors have been participating in the water walking programs at WC Blair and that plans are in place to offer more fitness classes and activities when the current COVID-19 restrictions are lifted.

**G. COUNCIL REFERRALS**

**H. OTHER BUSINESS AND ITEMS FOR INFORMATION**

**1. “Your Local Community”**

In response to the delegation from B. Miller at the April meeting regarding solutions for combatting litter and graffiti, J. Wilkins reported that there has been increased vandalism in Fort Langley by the river. Boats are being tagged along with Township signs and other structures. He encouraged staff to follow up with B. Miller and his ideas to address this problem.

**2. Museum Advisory Group Update**

D. Gendron reported that the new museum will receive a First Nation blessing and that construction will start in June. Fundraising projects are now underway.

**3. Community Arts Groups Update**

D. Gendron reported that the Surrey Little Theatre has completed the necessary steps to sell their building, which the proceeds will go towards renovating the

**H. OTHER BUSINESS AND ITEMS FOR INFORMATION**

Langley Playhouse. The two theatre companies have been working with an architect to create plans for transforming the stage and increasing backstage space. They hope to have a production in 2022 in the renovated theatre.

**4. Langley Volunteer Awards**

E. Erickson reported that the successful nominees have been chosen and will receive their awards at the end of June.

**I. NEXT MEETING**

**Date:** June 9, 2021  
**Location:** via Zoom  
**Time:** 7:00 pm

**J. TERMINATE**

Moved by J. Wilkins,  
Seconded by D. Gendron  
That the meeting terminate at 8:13pm.  
**CARRIED**

**CERTIFIED CORRECT:**

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Community Representative Co-Chair

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Council Representative Co-Chair

**STAFF REPORT**

**DATE:** October 19, 2021  
**TO:** Board of Education  
**FROM:** Gord Stewart, Superintendent of Schools  
**SUBJECT:** COVID-19 Update

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**RECOMMENDED MOTION:**

That the Board of Education receives the update on COVID-19 for information, as presented.

**BACKGROUND:**

At the Board of Education meeting on October 19<sup>th</sup>, the Superintendent will provide an update on issues the school district is facing with respect to COVID-19. The recent rise in school notifications for students and staff to self-monitor or self-isolate is a cause for concern for Langley School District staff and families. There is community pressure on Trustees and District staff to implement additional health and safety measures to address this spike in cases. However, as a staff we defer to the expertise of public health officials to guide us on appropriate health and safety measures necessary during these challenging times.

On October 19<sup>th</sup>, the COVID-19 update will include a summary of case notifications in the district and schools, challenges with respect to the K-12 mask mandate, delays in school notifications, and the potential implementation of a mandatory vaccine requirement for all District staff. Questions staff continue to address include:

- Can my child have an exemption from wearing a mask?
- Why doesn't the school principal send children home that do not wear masks?
- Why doesn't the school principal send home COVID-19 notifications earlier?
- Why is the entire school community not informed of notifications?
- What accommodations will be made for staff that can not, or will not, get vaccinated?
- What is the timeline if a mandatory staff vaccine requirement is put on place?
- How many staff are not vaccinated?
- Will Langley proceed with a mandatory staff vaccine requirement?
- Could Langley face staff shortages if the mandatory staff vaccine requirement is put in place?

In addition, the Superintendent will also address how staff are managing the transition of a return to structures and activities that existed prior to COVID-19 such as Meet the Teacher night, PAC events, Parent-Teacher conferences, and extra-curricular activities. Flexibility that does not undermine student and staff safety is the focus when determining how to organize these events.

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**STAFF REPORT**

**DATE:** October 19, 2021

**TO:** Board of Education

**FROM:** Gord Stewart, Superintendent of Schools

**RESOURCE:** Mal Gill, Deputy Superintendent  
Woody Bradford, Assistant Superintendent  
Michael Morgan, Director of Learning Support Services  
Dawne Tomlinson, Director of Instruction

**SUBJECT:** Intensive Support Model at Douglas Park and Nicomekl Elementary Schools

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**RECOMMENDED MOTION:**

That the Board of Education receives the report on the Intensive Support Model at Douglas Park and Nicomekl Elementary Schools for information, as presented.

**BACKGROUND:**

**District Goal**

*To create compassionate learning communities with inclusive instructional practice, allowing access to grade level curriculum for all students through our Ensouling our Schools initiative.*



The Langley School District's unified actions are intended to improve access to learning for every student, with particular emphasis on Aboriginal students, students with diverse abilities and Children and Youth in Care. Ensouling our Schools is a three-block model of Universal Design for Learning (UDL) that focuses on inclusivity, sense of belonging, Social Emotional Learning, Response to Intervention, First Peoples Principles of Learning, Trauma Informed Practice, evidence-based instruction, and sound assessment

practices. Ultimately, we want every one of our students to feel a sense of belonging as we know students' probability of successfully graduating is 14% higher if they feel a sense of belonging in their school both socially and academically.

### **Implementing Intensive Support Model for Ensouling our Schools Douglas Park and Nicomekl**

#### **"The Why"**

Students at Douglas Park Community School and Nicomekl Elementary have multiple barriers to learning. The poverty level in these areas is significantly higher than other areas of Langley. Many students enter Kindergarten with significantly less oral language than other students and in some cases, families are unable to provide the same supports at home as others. Our District is implementing an Intensive Support Plan to address the inequities in the system – it is our moral imperative to support these students intensively to ensure they have every opportunity for success that other students in our district have. We must believe that every one of our students in these schools can be successful provided the appropriate supports. We must create a sense of belonging for every student both socially and academically by focussing on the areas within the Three-block Ensouling our Schools model.

### **Literacy Example at Douglas Park – Focus System and Structures Block**

#### **Goals**

- To cultivate a culture of learning with an "Ensouling Schools" approach (SEL, trauma informed practice, a belief that all students can learn).
- To implement a Professional Learning Community model to provide collaboration and learning time for teachers to ensure quality instructional practice is in place in literacy and numeracy.
- To implement a robust model of co-planning and co-teaching between classroom teachers, ELL teachers and Resource teachers.
- To improve literacy and numeracy

#### **Team - Roles and Responsibilities**

##### **Douglas Park Community School**

- Diana Wilk and Mark Touzeau – School Admin
- Shelley Hegedus, District Teacher
  - Planning and facilitating Pro D
  - Follow up and support of Teachers
  - Ordering resources
- Faune Nicholas, Instructional Coach
  - Follow-up with Teachers
  - Side by side support
- Janis Sawatski, District ELL Teacher
  - Facilitating professional development and support around co-planning and co-teaching ELL and Classroom teachers
  - Data
  - Support of District Teacher – Follow-up with teachers
- Instructional Services Admin Team (resources and support)

- Dawne Tomlinson, Director
- George Kozlovic, District Principal
- Lisa Lainchbury, District Principal of Early Learning
- Joanne Neveux, District Principal of ELL
- Mike Pue, District Principal of Aboriginal Education
- Learning Support Services Admin Team (resources and support)
  - Michael Morgan, Director
  - Kathy Keyworth, District Principal
  - Jon Bonnar, District Principal
  - Iha Hayer, District Vice Principal
- Woody Bradford, Asst Superintendent

### **Actions – Structures**

#### Guiding Questions for Successful Implementation of Systems and Structures

1. What essential standards should every student acquire in Literacy and Numeracy: knowledge, skills, competencies etc.?
2. How will we know when each student has acquired the essential learning standards? (assessment)
3. How will we respond when some students do not learn?
4. How will we extend the learning for students who are already proficient?

### **Professional Learning Community Model**

Goal: Improve reading Instruction

- Douglas Park – Tuesdays
- 6-week cycle per term
- Grade band groupings (K – 1, 2 – 3, 4 – 5)
- 8:55 – 10:00
- 10:30 – 11:45
- 12:30 – 1:45
- Instructional Inservice – Learning Cycle
  - Teachers engage directly in designing and trying out teaching strategies
  - Teacher reflections
  - Set new goals
  - Implement instructional strategies
  - Align common assessments
  - Cycle repeats
  - Focus on success of all students

### **Cultivating an "Ensouling our Schools Culture"**

**(SEL, Trauma Informed Practice, A belief that all students can learn)**

- Started the year with building a common understanding and shared values through the first whole staff collaboration session. This included all classroom teachers, ELL, and Resource Teachers.



- Trauma Informed Practice training for teaching staff and establishment of a HeaArt Team for further training.
- Positive Behaviour Support Team meets regularly to address student needs.
- Continuation of supports such as Breakfast Club, Lunches, Snack Programs to ensure all students are equally prepared for their learning day at school.
- YCW and ASW are collaborating in taking a rotating group of students on a weekly basis to the Funny Farm to address higher SEL needs.
- Developing consistent language throughout the school for assisting students struggling with emotional regulation. Our counsellor provided training on the STOP and Hand Over Heart Strategies for all staff in September. Visuals connected to the strategies were provided to all staff to provide consistent messaging throughout the school.
- Continuing to build collection of high-quality literature housed in the Learning Commons that supports various aspects of SEL teaching in classrooms.

### **Literacy**

- Ensure that explicit reading instruction is happening each day
- Increase student's engagement and joy in literacy
- Provide in-service for the implementation of a balanced literacy framework
- Build teachers' capacity in effective reading instruction
- Build common assessments
- Make literacy visible in the school/classroom
- Protect and maximize learning time
- Focus on essential standards for all students
- Read as much as possible (priority), have primary and intermediate grades pair up for a buddy support system
- Purchase and organize necessary resources: Core, Fontas and Pinnell and classroom library books, Work Works Daily, professional resources and technology
- Organize, manage and implement technology to assist in literacy skill acquisition

### **Literacy Example at Nicomekl – Focus System and Structures Block**

#### **Goals**

- To cultivate a culture of learning with an "Ensoulng Schools" approach (SEL, trauma informed practice, a belief that all students can learn).
- To implement a Professional Learning Community model to provide collaboration and learning time for teachers to ensure quality instructional practice is in place in literacy and numeracy.
- To implement a robust model of co-planning and co-teaching between classroom teachers, ELL teachers and Resource teachers.
- To improve literacy and numeracy achievement.

## **Team – Roles and Responsibilities**

### **Nicomekl Elementary**

- Charlene Redekop and Melissa Reimer – School Admin
- Deanna Lightbody, District Teacher
  - Planning and facilitating Pro D
  - Follow-up and support of Teachers
  - Ordering resources to support teachers
- Elementary Vice-Principal Support, Sharon Douglas
  - Support of Admin and Instructional Leadership
  - Data
  - Support of District Teacher – Follow-up with teachers (Nicomekl will be prioritized as there will be an Instructional Coach at Douglas Park)
- Janis Sawatski, District ELL Teacher
  - Facilitating Pro D and support around co-planning and co-teaching ELL and Classroom teachers
  - Follow up with Teachers
  - Side by side support of teachers
  - Support District Teacher
- Instructional Services Admin Team (resources and support)
  - Dawne Tomlinson, Director
  - George Kozlovic, District Principal
  - Lisa Lainchbury, District Principal of Early Learning
  - Joanne Neveux, District Principal of ELL
  - Mike Pue, District Principal of Aboriginal Education
- Learning Support Services Admin Team (resources and support)
  - Michael Morgan, Director
  - Kathy Keyworth, District Principal
  - Jon Bonnar, District Principal
  - Iha Hayer, District Vice Principal
- Woody Bradford, Asst Superintendent

## **Guiding Questions for Successful Implementation of Systems and Structures**

1. What essential standards should every student acquire in Literacy and Numeracy: knowledge, skills, competencies etc.?
2. How will we know when each student has acquired the essential learning standards? (assessment)
3. How will we respond when some students do not learn?
4. How will we extend the learning for students who are already proficient?

## **Professional Learning Community Model**

- K/1, 2/3 and 4/5 collaboration groups run on Thursdays with the support of District Staff.
- ELL teachers have joined one of the Grade band collaboration groups.
- Administrators are part of the collaboration groups as much as possible.

- Collaboration has focused on Literacy structures and best practices.
- Follow-up support is offered to teachers (support for assessing students, further collaboration with District staff)
- Resources supporting the focus of the Collaboration session have been provided for teachers.
- The focus of the first six-week Collaboration Cycle has been Literacy. Future cycles may continue to focus on Literacy or shift focus to Numeracy.

### **Cultivating an "Ensouling our Schools Culture"**

#### **(SEL, Trauma Informed Practice, A belief that all students can learn)**

- Started the year with building a common understanding and shared values through the first whole staff collaboration session. This included all classroom teachers, ELL, and Resource Teachers.
- Trauma Informed Practice training for teaching staff and establishment of a HeaArt Team for further training.
- Positive Behaviour Support Team meets regularly to address student needs.
- Continuation of supports such as Breakfast Club, Lunches, Snack Programs to ensure all students are equally prepared for their learning day at school.
- YCW and ASW are collaborating in taking a rotating group of students on a weekly basis to the Funny Farm to address higher SEL needs.
- Developing consistent language throughout the school for assisting students struggling with emotional regulation. Our counsellor provided training on the STOP and Hand Over Heart Strategies for all staff in September. Visuals connected to the strategies were provided to all staff to provide consistent messaging throughout the school.
- Continuing to build collection of high-quality literature housed in the Learning Commons that supports various aspects of SEL teaching in classrooms.

### **Literacy**

- Started the year off with a Literacy /Social Emotional Learning theme centered on the Peter Reynold's book, The Dot. This learning was shared on bulletin boards throughout the school, creating a common experience and sense of community to set the stage for the year.
- Established a Literacy Committee to coordinate school-wide strategies for highlighting literacy and bringing the joy of literacy into the school. First events will be a Drop Everything and Read Day, a literacy display highlighting the favourite books of staff members and an author visit from a local children's book author. Seasonal book displays have also been created in our lobby display case to communicate value in literacy for anyone coming into the school.
- Collaboration between ELL Teachers, Resource Teachers, Reading Recovery Teacher, Classroom Teachers and Admin to run a daily half hour Literacy Blitz for our Grade 2 students. This cohort has been significantly impacted by Covid Learning Loss. Collaboratively, we have analyzed the data to create targeted groups, planned targeted literacy activities to address gaps, and have implemented the Literacy Blitz as of Oct. 4. ELL, Resource and Reading Recovery teachers shared their knowledge during the planning and preparation times and have built capacity in the group by training each other. We will reassess progress as we go, but plan on running the Blitz through until Christmas. Classroom teachers are providing extension activities during this time for students

who are already reading at grade level to provide an opportunity for growth for all Grade 2 students. If needed, we may shift this structure to a different grade band in the new year.

- Prioritizing and protecting literacy time as a school. To support all students in maximizing their in-class literacy time, ELL, Resource and SEA supports have been arranged with special consideration of teachers' weekly schedules and literacy blocks.
- Beginning the implementation of the Heggerty Phonological awareness program in Kindergarten and Grade 1 classrooms with the support of Resource Teachers.
- District Classroom Libraries - our District has loaned classroom libraries with high interest books to 6 of our early career teachers.
- Learning Commons - working towards reimagining our Learning Commons space and creating an inviting and inspiring space for students to experience and enjoy quality literature. We are updating the furniture and lighting, will be creating more accessible shelving for our younger students and updating the collection with high interest, engaging literature.
- Communicating student learning in literacy (as well as numeracy and other areas) regularly with parents through the 5 Things to Roar About memo. The intention is to provide parents with a window into classrooms, highlighting activities and learning that their children are engaged in and allowing them to see literacy in action.
- Shared the components of the Intensive Support Plan with PAC and have invited their support as we work together to ensure our Nicomekl students are literate and numerate. The PAC will be supporting literacy with a Home Reading Program.

At the Regular meeting of the Board of Education on Tuesday, October 19<sup>th</sup>, Deputy Superintendent Mal Gill and Assistant Superintendent Woody Bradford will present on the Three-block Ensouling our Schools Model and the implementation plan for Douglas Park and Nicomekl elementary schools.

**STAFF REPORT**

**DATE:** October 19, 2021  
**TO:** Board of Education  
**FROM:** Brian Iseli, Secretary-Treasurer  
**SUBJECT:** Funding and Enrolment Update

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**RECOMMENDED MOTION:**

That the Board of Education receives the Funding and Enrolment Update for information, as presented.

**BACKGROUND:**

The chart below compares the Full Time Equivalents (FTEs) Enrolment Projections provided to the Ministry in February and the FTEs used in the budget with the actual final enrolments as of September 30, 2021, identified in the recently completed 1701 data collection process. It should be noted that the District is awaiting final confirmation from the Ministry and duplicate resolution still need to be completed. Duplicate resolution involves determining which district will claim a student when that student is reported in more than one district on the 1701 report. The District may lose students to other districts and independent schools in the duplicate resolution process. At the time of the writing of this report, the number of students and FTEs that can not be claimed is unknown. Consequently, the enrolment and related Ministry funding presented in this report may be slightly higher than that included in the amended budget following completion of the duplicate resolution process.

As indicated in the table below, the actual Ministry funding the District expects to receive is \$208.182 million which is \$7.813 million higher than the projected \$200.369 million in the budget for the September count. There are several components and implications of this \$7.813 million positive variance from budget that the Board should understand:

- The District is up 753.875 FTEs from budget in the Regular Student category, representing **a net funding increase from budget of \$5,944,304;**
  - This is offset by a decreased enrolment of 55.375 FTE's in the alternate, continuing education, distributed learning categories and home schooling, representing **a net lower funding of \$2,139;**
-

- The District has exceeded the projected enrolment for Special Needs Students at Level 1 by 5, Level 2 by 57 and lower than projected enrolment for Level 3 by 4 students, representing **a net funding increase from budget of \$1,394,210;**
- In the Unique Student Needs category of English Language Learners, there were 206 more students than projected, representing **a net funding increase from budget of \$326,510;**
- In the Unique Student Needs categories for Aboriginal Students and Adults, there was **a net funding increase from budget of \$7,210;**
- Summer Session 2021 increased, resulting in **a net funding increase from budget of \$142,903.**

	2021-22 Projections - Feb (Preliminary Operating Grants) MoE Projections			2021-22 September (Estimated Operating Grants) 1701			Variance Enrolment	Variance Funding
	Enrolment	Level	Funding	Enrolment	Level	Funding		
<b>September 2021</b>								
Standard	20,911.0000	7,885	164,883,235	21,664.8750	7,885	170,827,539	753.8750	5,944,304
Continuing Ed	17.0000	7,885	134,045	6.1250	7,885	48,296	-10.8750	(85,749)
Alternate	233.0000	7,885	1,837,205	221.0000	7,885	1,742,585	-12.0000	(94,620)
DL	128.0000	6,360	814,080	158.5000	6,360	1,008,060	30.5000	193,980
HS	140	250	35,000	77	250	19,250	-63.0000	(15,750)
Course challenges	71	246	17,466	71	246	17,466	0.0000	0
			167,721,031			173,663,196		5,942,165
<b>Level 1 Special Needs</b>	18	44,850	807,300	23	44,850	1,031,550	5.0000	224,250
<b>Level 2 Special Needs</b>	1,082	21,280	23,024,960	1,139	21,280	24,237,920	57.0000	1,212,960
<b>Level 3 Special Needs</b>	253	10,750	2,719,750	249	10,750	2,676,750	-4.0000	(43,000)
<b>ELL</b>	1,413	1,585	2,239,605	1,619	1,585	2,566,115	206.0000	326,510
<b>Aboriginal</b>	1,898	1,565	2,970,370	1,901	1,565	2,975,065	3.0000	4,695
<b>Adult Ed</b>	23.0000	5,030	115,690	23.5000	5,030	118,205	0.5000	2,515
			31,877,675			33,605,605		1,727,930
<b>July 2021</b>								
Summer Learning 1-7	1,714	224	383,936	1,856	215	399,040	142.0000	15,104
Summer Learning 8-9	356	224	79,744	409	215	87,935	53.0000	8,191
Summer Learning 10-12	532	448	238,336	506	430	217,580	-26.0000	(20,756)
DL Summer					6,100	0	0.0000	0
Supplemental Summer			68,558			208,922		140,364
			770,574			913,477		142,903
<b>Total Ministry Funding</b>			<b>200,369,280</b>			<b>208,182,278</b>		<b>7,812,998</b>

## Enrolment Report

The 1701 data collection process at the end of September provides significant information about the student enrolment in the District, both in terms of headcount and full-time equivalents ("FTE's"). The following chart illustrates the change this year from September 2020 in various categories of our enrolment:

	September 2021		September 2020		Increase (Decrease)	
	Headcount	FTE	Headcount	FTE	Headcount	FTE
School Aged Students	21,900.0000	22,025.8750	20,983.0000	21,088.9375	917.0000	936.9375
School Aged Online & DL	196.0000	24.6250	654.0000	81.9375	(458.0000)	(57.3125)
Graduated Adults	267.0000	39.0000	335.0000	47.6250	(68.0000)	(8.6250)
Non-Graduated Adults	152.0000	23.5000	124.0000	20.8125	28.0000	2.6875
<b>Total Ministry Funded Students</b>	<b>22,515.0000</b>	<b>22,113.0000</b>	<b>22,096.0000</b>	<b>21,239.3125</b>	<b>419.0000</b>	<b>873.6875</b>

For Summer Session, the reduction in the School Aged Online & DL enrolment calculation is a result of the impact of COVID-19 during 2020 which resulted in summer session being operated as a DL program only.

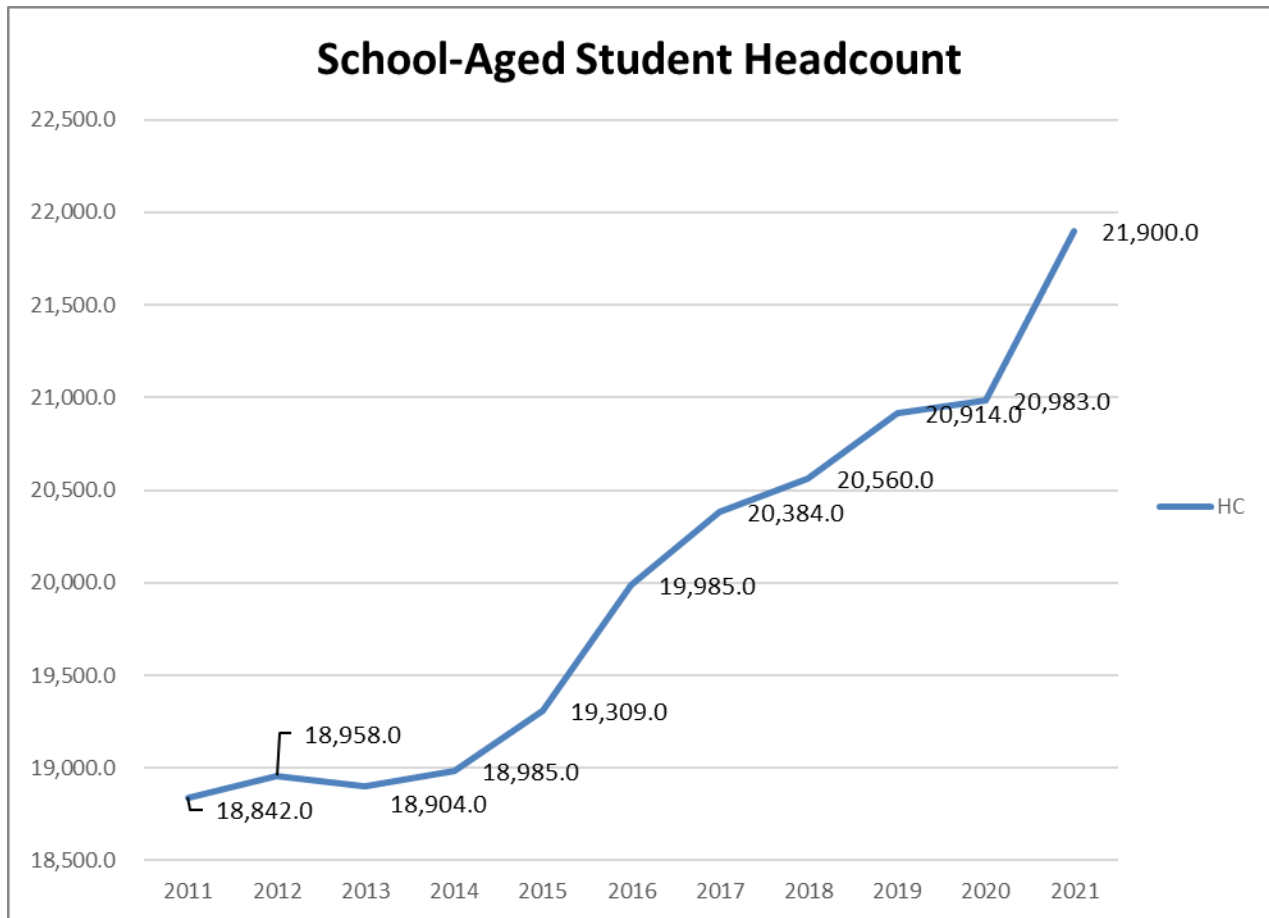
### Ministry Funded School-Aged Students

With respect to Ministry funded students, the District has seen an increase of 917 school-aged students from 2020. The chart below illustrates growth in all age groups except for grades 11-12 which is down slightly.

	September 2021	September 2020	Increase (Decrease)
	Headcount	Headcount	
Kindergarten	1,707	1,534	173
Grades 1-3	4,935	4,643	292
Grades 4-7	6,721	6,488	233
Grades 8-10	5,175	4,914	261
Grades 11-12	3,362	3,404	(42)
<b>Total School-Aged</b>	<b>21,900</b>	<b>20,983</b>	<b>917</b>

This growth is indicative of the demographic shifts that have been taking place in Langley since 2014 of young families with children and the in-migration of families to the District taking advantage of new housing in the Willoughby area.

Prior to 2014, the Ministry funded school-aged student headcount had been fairly constant but has consistently grown since then (other than last year due to COVID-19), as illustrated below:





### Other District Specific Programs

The following chart compares this year's enrolment with 2020 for specific District programs (the enrolment numbers in this chart are included in the charts above):

	September 2021		September 2020		Increase (Decrease)	
	Headcount	FTE	Headcount	FTE	Headcount	FTE
Core French	8,298.0000	688.4800	8,098.0000	680.5700	200.0000	7.9100
Early French Immersion	1,239.0000	817.7500	1,238.0000	817.0500	1.0000	0.7000
Late French Immersion	159.0000	142.8000	183.0000	163.2000	(24.0000)	(20.4000)
English Language Learners	1,653.0000		1,410.0000		243.0000	
Aboriginal Education	1,901.0000		1,914.0000		(13.0000)	
Career Programs	90.0000		87.0000		3.0000	
Special Education	3,089.0000		2,963.0000		126.0000	

As indicated, the District has experienced growth this year in Core French, English Language Learners and Special Education. Core French is a required course for Grades 5-7 but is optional in Grades 8-12.

### Headcount By Catchment

The table below shows the headcount this year compared to 2020 for Ministry Funded Students and International Students by catchment (information on individual schools within the catchment are in Appendix A).

	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
Langley Secondary Catchment	3,046	2,867	179	130	103	27	3,176	2,970	206
Aldergrove Community Secondary	1,850	1,731	119	87	65	22	1,937	1,796	141
R E Mountain Catchment	6,039	5,475	564	127	95	32	6,166	5,570	596
Walnut Grove Catchment	4,311	4,300	11	200	203	(3)	4,511	4,503	8
Brookwood Catchment	2,264	2,255	9	101	54	47	2,365	2,309	56
D W Poppy Catchment	1,814	1,693	121	58	40	18	1,872	1,733	139
Choice Schools & Programs	2,576	2,662	(86)	148	112	36	2,724	2,774	(50)
<b>Total</b>	<b>21,900</b>	<b>20,983</b>	<b>917</b>	<b>851</b>	<b>672</b>	<b>179</b>	<b>22,751</b>	<b>21,655</b>	<b>1,096</b>

As indicated, the most significant growth in Ministry Funded Students has been in the RE Mountain catchment with growth in all area's except for the Choice Programs with half of the decrease in enrolment due to lower numbers at U-Connect. The enrolment at U-Connect in 2020 was higher due to COVID-19.

The following chart illustrates the growth by categories of schools; there has been growth in all areas (with the exception of Choice) which is indicative of the number of young families with children and the in-migration the District is experiencing. Elementary enrolment was impacted the most by COVID-19 last year with home schooling students changing to U-Connect.

	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
Secondary Schools	6,496	6,312	184	640	452	188	7,136	6,764	372
Middle Schools	2,523	2,350	173	7	13	(6)	2,530	2,363	167
Elementary Schools	10,305	9,659	646	56	95	(39)	10,361	9,754	607
Choice Schools & Programs	2,576	2,662	▼ (86)	148	112	▼ 36	2,724	2,774	(50)
Total	21,900	20,983	917	851	672	179	22,751	21,655	1,096

## APPENDIX A

Langley Secondary Catchment	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
Langley Secondary School (incl Focus)	809	815	(6)	128	95	33	937	910	27
H D Stafford Middle School	628	567	61	1	2	(1)	629	569	60
Elementary Feeder Schools									
Blacklock	240	215	25	-	3	(3)	240	218	22
Douglas Park	293	272	21	-	-	-	293	272	21
James Hill	309	306	3	-	-	-	309	306	3
Nicomekl	372	306	66	-	-	-	372	306	66
Simonds	148	151	(3)	-	3	(3)	148	154	(6)
Uplands	247	235	12	1	-	1	248	235	13
Total Elementary Feeder Schools	1,609	1,485	124	1	6	(5)	1,610	1,491	119
Catchment Total	3,046	2,867	179	130	103	27	3,176	2,970	206

Aldergrove Community Secondary	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
Aldergrove Secondary (incl Advance)	537	505	32	87	63	24	624	568	56
Betty Gilbert Middle School	451	427	24	-	2	(2)	451	429	22
Elementary Feeder Schools									
Parkside	478	436	42	-	-	-	478	436	42
Shortreed	384	363	21	-	-	-	384	363	21
Total Elementary Feeder Schools	862	799	63	-	-	-	862	799	63
Catchment Total	1,850	1,731	119	87	65	22	1,937	1,796	141

R E Mountain Catchment	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
R E Mountain Secondary	1,698	1,526	172	121	86	35	1,819	1,612	207
Peter Ewart Middle School	770	790	(20)	3	4	(1)	773	794	(21)
Yorkson Creek Middle School	674	566	108	3	5	(2)	677	571	106
Total Middle Feeder Schools	1,444	1,356	88	6	9	(3)	1,450	1,365	85
Elementary Feeder Schools									
Donna Gabriel Robins	443	-	443	-	-	-	443	-	443
Langley Meadows	405	396	9	-	-	-	405	396	9
Lynn Fripps	492	538	(46)	-	-	-	492	538	(46)
R C Garnett	571	554	17	-	-	-	571	554	17
Richard Bulpitt	551	572	(21)	-	-	-	551	572	(21)
Willoughby	435	533	(98)	-	-	-	435	533	(98)
Total Elementary Feeder Schools	2,897	2,593	304	-	-	-	2,897	2,593	304
Catchment Total	6,039	5,475	564	127	95	32	6,166	5,570	596

Walnut Grove Catchment	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
<b>Walnut Grove Secondary</b>	1,875	1,866	9	151	124	27	2,026	1,990	36
<b>Elementary Feeder Schools</b>									
Alex Hope	512	520	(8)	16	22	(6)	528	542	(14)
Dorothy Peacock	466	468	(2)	5	8	(3)	471	476	(5)
Gordon Greenwood	357	347	10	14	19	(5)	371	366	5
James Kennedy	630	617	13	2	8	(6)	632	625	7
Topham	261	261	-	7	15	(8)	268	276	(8)
West Langley	210	221	(11)	5	7	(2)	215	228	(13)
<b>Total Elementary Feeder Schools</b>	2,436	2,434	2	49	79	(30)	2,485	2,513	(28)
<b>Catchment Total</b>	4,311	4,300	11	200	203	(3)	4,511	4,503	8

Brookwood Catchment	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
<b>Brookwood Secondary (incl Equestrian)</b>	898	932	(34)	99	51	48	997	983	14
<b>Elementary Feeder Schools</b>									
Alice Brown	287	284	3	-	-	-	287	284	3
Belmont	552	519	33	1	-	1	553	519	34
Glenwood	186	186	-	-	-	-	186	186	-
Noel Booth	341	334	7	1	3	(2)	342	337	5
<b>Total Elementary Feeder Schools</b>	1,366	1,323	43	2	3	(1)	1,368	1,326	42
<b>Catchment Total</b>	2,264	2,255	9	101	54	47	2,365	2,309	56

D W Poppy Catchment	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
<b>D W Poppy Secondary (incl Connections)</b>	679	668	11	54	33	21	733	701	32
<b>Elementary Feeder Schools</b>									
Fort Langley	328	309	19	2	5	(3)	330	314	16
North Otter	368	315	53	2	2	-	370	317	53
Peterson Road	242	227	15	-	-	-	242	227	15
Wix Brown	197	174	23	-	-	-	197	174	23
<b>Total Elementary Feeder Schools</b>	1,135	1,025	110	4	7	(3)	1,139	1,032	107
<b>Catchment Total</b>	1,814	1,693	121	58	40	18	1,872	1,733	139

Choice Schools & Programs	Ministry Funded			International Students			Grand Total		
	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)	2021	2020	Increase (Decrease)
Langley Education Centre	40	50	(10)	-	-	-	40	50	(10)
Choices Program	61	63	(2)	-	-	-	61	63	(2)
Coglan Fundamental Elementary	226	232	(6)	-	-	-	226	232	(6)
Langley Fine Arts	848	852	(4)	57	51	6	905	903	2
Langley Fundamental Elementary	502	500	2	-	-	-	502	500	2
Langley Fundamental Middle Secondary	616	627	(11)	91	61	30	707	688	19
U-Connect	179	223	(44)	-	-	-	179	223	(44)
Vanguard	104	115	(11)	-	-	-	104	115	(11)
<b>Total</b>	<b>2,576</b>	<b>2,662</b>	<b>(86)</b>	<b>148</b>	<b>112</b>	<b>36</b>	<b>2,724</b>	<b>2,774</b>	<b>(50)</b>

**STAFF REPORT**

**DATE:** October 19, 2021  
**TO:** Board of Education  
**FROM:** Brian Iseli, Secretary-Treasurer  
**SUBJECT:** Policy 5 and Policy 6

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**RECOMMENDED MOTIONS:**

That the Board of Education serves Notice of Motion the District's education community and its education partner groups that it intends to adopt the revisions to Policy No. 5: Role of the Board Chair at the December 14, 2021 Regular Board Meeting.

That the Board of Education serves Notice of Motion the District's education community and its education partner groups that it intends to adopt the revisions to Policy No. 6: Role of the Vice-Chair at the December 14, 2021 Regular Board Meeting.

**BACKGROUND:**

As part of the Policy Committee Workplan, it was agreed to review Policy 5 and Policy 6 at the October 5, 2021 Policy Committee Meeting. At this meeting, trustees agreed to make the changes, as presented, to Policy 5 and Policy 6.

The Policy Committee is recommending that the Board of Education serve Notice of Motion to the District's education committee and its education partner groups. These policies will then come back to the December 14, 2021 Regular Board Meeting for approval.

## **ROLE OF THE BOARD CHAIR**

The Board of Education shall at its first inaugural meeting *elect* one of its members to serve as Board Chair, to hold office at the pleasure of the Board. Voting shall be by secret ballot, unless the position is acclaimed. ~~Subsequently at the midpoint of the Board term of office the Board shall elect one of its members to serve as Board Chair, to hold office at the pleasure of the Board.~~

The Chair has no authority to either make decisions beyond policy created by the Board or to supervise or direct staff.

Specific Responsibilities:

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

1. Prior to each Board meeting, meet with the Vice-Chair, the Superintendent and Secretary-Treasurer to determine the items to be included in the agenda, and to become thoroughly familiar with them.
2. To chair all public and special closed (In-Camera) 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 that meetings are chaired according to 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, subject to an appeal to the rest of the Board. They will speak to points of order in preference to other members.
  - 3.6 Determine disposition of each motion by a formal show of hands except where a ballot is required/used.
4. To be in regular contact with the Superintendent to maintain a working knowledge of current issues and events within the District.

5. To bring to the Board all matters requiring a corporate decision of the Board.
6. 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).
7. To act as a signing officer for the District.
8. 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 shall bring back issues to the Board for consideration if the Board has not yet adopted motions on the matter or provided direction. The Chair shall 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.
9. To ensure that the Board engages in regular assessments of its effectiveness as a Board.
10. Make Trustee appointments to:
  - 10.1 Representative to organizations; and
  - 10.2 Board committees.
11. Address inappropriate behaviour on the part of a trustee as per Policy 4 sanctions.
12. Assist with the Board orientation program for new trustees.
13. Manage the ~~CEO~~ Superintendent's contract on the Board's behalf by bringing any relevant matters to the Board's attention in a timely manner. In addition, each month the Chair shall sign off on the Superintendent's expenses as well as vacation and sick leave, days earned, taken and accumulated.

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

Adopted: December 15, 2020  
Revised: XXX, 2021



## **ROLE OF THE VICE-CHAIR**

At each inaugural and annual meeting, the Board shall elect a trustee who shall serve as Vice-Chair during the next year at the pleasure of the Board. Voting shall be by secret ballot, unless the position is acclaimed.

### **Specific Responsibilities**

1. The Vice-Chair shall act on behalf of the Board Chair, in the latter's absence and shall have all the duties and responsibilities of the Board Chair in such instances.
2. The Vice-Chair shall chair regular In-Camera meetings.
3. The Vice-Chair shall assist the Board Chair in ensuring that the Board operates in accordance with its own policies and procedures and in providing leadership and guidance to the Board.
4. Prior to each Board meeting, the Vice-Chair shall meet with the Chair, the Superintendent and the Secretary-Treasurer and will become thoroughly familiar with items included in the agenda.

Legal Reference: Sections 65, 67, 85 School Act

Adopted: December 15, 2020

Revised: October, XX, 2021