

**SUPERINTENDENT'S REPORT**  
**Reporting to Public Session Tuesday, October 22, 2013**

**1. District Student Advisory Council (DSAC)**

The role of the District Student Advisory Council (DSAC) is to provide a formal process for Burnaby students to express their ideas and concerns regarding district programs and operations. They assist in decision-making and provide feedback in regard to school district programs, policies and practices. The council provides students with an opportunity to explore issues concerning youth in the community.

Each year the DSAC participates in a Leadership Retreat to discuss their goals and plans for the new school year. This evening, Ron Hall, Director of Instruction will introduce members of the Burnaby DSAC who will highlight their experiences at the 2013-2014 Leadership Retreat.

Recommendation: THAT the Board receive this information.

**2. District Student Enrolment**

The preliminary enrolment counts for the 2013-2014 school year have now been finalized and reported to the Ministry of Education.

The K-12 school-aged enrolment is above the district's 2013-2014 projections by 152 FTE students and it is below the 2012-2013 enrolment by 195 FTE. Overall the September 30 school-aged enrolment is 23,124 FTE students. This figure excludes students who are enrolled in the distributed learning, community and continuing education and international education programs.

Enrolments in these programs are reported at three intervals during the year and then are added to the overall district enrolment.

For the school-age program, Elementary enrolment is 166 FTE above the 2013-2014 projection of 13,053 students. Secondary enrolment is 14 FTE below the projection of 9,919 students.

Recommendation: THAT the Board receive this information.

**3. School Organization for the 2013-2014 School Year**

Each year, the district provides the Board with a school organization report. Tonight, Roberto Bombelli, Assistant Superintendent, will demonstrate for the 2013-2014 school year, that classes in the district have been reviewed, appropriate processes have occurred and that school organizations are appropriate for student learning.

Prior to submitting their school's organization report to the Superintendent and a declaration stating that all classes are appropriate for student learning, principals have the responsibility to consider all factors deemed relevant for each class or division. In reaching an opinion as to whether or not a class with over 30 students is appropriate for student learning, principals and the Superintendent consider a variety of factors including, but not limited to:

- the number and background of students in the class
- the number of designated IEP's for the class
- the type of IEP's present and their relevance to the class
- the course in question and its academic demands for students and the teacher
- the grade and subject composition of the class
- the experience and background of the teacher
- whether or not other persons such as education assistants or First Nations support workers attend the class to assist students or the teacher
- what additional time, resources or supports are provided to the teachers and students
- processes completed prior to September 30<sup>th</sup> to ensure the balancing of students, resources, and needs between classes over time
- other general factors such as room size, safety, technology, and equipment
- any other factors the Principal believes is relevant, including information presented by the teacher.

### **Class Size Requirements**

The following chart outlines class size requirements:

<b><u>Grades</u></b>	<b><u>Maximum</u></b>	<b><u>Exceed Maximum</u></b>
K	22	No
1-3	24	No
4-7	30	Unless in the opinions of the superintendent and the principal of the school, the organization of the class is appropriate for student learning. Compensation is provided except in excluded classes.
8-12	30	

### **Process to Assist in Ensuring Compliance with Class Organization Requirements**

- Information provided to principals of the new requirements as a result of the adoption of Bill 22 and the addition of the Learning Improvement Fund in anticipation of preliminary school organizations and staffing.
- Preliminary class loading with teacher involvement occurred in May/June 2013.

- Preliminary organizations, consultations and timetabling of classes loaded to meet the School Act regulations in terms of class size and composition—May to September 2013.
- School Act requirements for the organization of classes were reviewed with all administrators in late May, June, August and September 2013, with a special focus on the revised Section 76 requirements and Learning Improvement Fund implementation regulations.
- School-based principals provided a declaration to confirm that the organization of classes for their schools is in compliance with the provisions of the School Act and is appropriate for student learning.
- Report on the organization of classes in the school district for 2013-2014 submitted to the Board of Education October 22, 2013.

### **Elementary Schools**

There are forty-one K–7 elementary schools in the district each offering additional options and programs for students including band, music, and choir. A summary of the school organizations include:

- 574 K-7 enrolling divisions are at or below the allowable class size limits outlined in the School Act. There are no enrolling divisions which exceed the allowable class size maxima.

28 excluded or non-enrolling classes at the elementary level have more than 30 students, as noted below:

- 11 non-enrolling choir classes have received teacher consent. Music teachers consider large groups acceptable, and in many instances, preferable for choir instruction. Schools have created unique organizations to deliver these classes if it is deemed appropriate to have more than one teacher involved.
- 15 Grade 7 band classes have received teacher consent. Band teachers consider the organization to be acceptable and view the larger classes as a means of encouraging more students to join the program.
- 2 general music classes have received teacher consent.

### **Secondary Schools**

There are eight 8-12 secondary schools in the district each offering comprehensive curricular programs for students. A total of 2,753 classes are being delivered to students in secondary schools.

- 2,714 classes or 99 % are at or below the allowable class size limits outlined in the School Act.
- 39 classes or 1% exceed 30 students.

The reasons for classes exceeding thirty students vary from school to school however the rationale can be summarized by the following:

- The learning conditions were considered and are appropriate. All reasonable solutions to balancing class sizes were attempted. The best alternative available to meet the educational programming needs of the greatest number of students was followed.
- Band, Music, Dance and Choir are organized in larger classes to facilitate performances, support ensemble classes, and to encourage greater student participation. Past practice has taught us that these learning conditions are appropriate.
- A course is a singleton offering. The current class organization provides the opportunity for a number of students to meet specific requirements of their learning program that would not occur without enrolment in the course. The learning conditions have been considered and are appropriate.
- Supports have been put in place to ensure that the learning conditions in the class are appropriate.

### **Summary**

This is to verify that the organization of classes in School District #41 (Burnaby) is in compliance with the class size provisions and is, in the opinion of the Superintendent, appropriate for student learning.

Recommendation: THAT the Board receive this information

### **4. Learning Improvement Fund (LIF)**

The Learning Improvement Fund (LIF) and its regulations came into effect April 14, 2012 with the government's adoption of Bill 22. The LIF considers all classes and students with respect to addressing learning improvement issues. To qualify for funds, the district must comply with consultation requirements and submit a spending plan in October. The purpose of the fund is to identify which classes, if any, require additional resources to address learning improvement, taking into account:

- all students registered in the class and their learning needs
- the number of students, including those diagnosed with special needs
- the experience and capacity of the teacher
- the resources already available to support learning in the class

If it is determined that classes require learning supports above those regularly provided, the Principal, in consultation with the teaching staff, develops a plan and submits the plan to the district with their requests identified in priority order. The school plan is presented to the PAC president for further consultation. Support for learning must fit in one of the following categories:

- Provision of additional teaching staff, EAs and other paraprofessionals
- Additional teaching time and services to students
- Pro-D training of teaching staff to address challenging learning conditions
- A district reserve fund

After receiving the school requests district staff work with schools, consult with the BTA, DPAC and develop a district Learning Improvement Fund spending plan based on the highest priority requests, the available resource and district learning priorities. The 2013-2014 Learning Improvement Fund Spending Plan has identified the following expenditures:

<b>Category of Support</b>	<b>Amount Allocated</b>
Additional Teacher Staffing	\$1,064,109
Additional EA Staffing	\$ 904,070
Potential CUPE salary adjustment	\$ 24,990
Additional EA Time Adjustment	\$ 314,391
Professional Development training of teaching staff to address challenging learning conditions	\$ 119,540
District Reserve Fund	\$ 21,266
<b>TOTAL</b>	<b>\$2,448,366</b>

District Reserve funds will be used to support learning needs that develop in the second semester as new students register with the district. All funds must be expended by June 30, 2014.

Recommendation: THAT the Board approve the Learning Improvement Fund Spending Plan as presented.