

DISTRICT OPERATIONS – ADMINISTRATIVE SERVICES
Reporting to Public Session, Tuesday, June 28, 2022

1. Field Experiences – June 28, 2022

The following routine report, based upon administration of the Board’s policies, is presented for the period up to June 28, 2022.

- Field Experiences

2. School Plan Visit Annual Process

The following report is part of Burnaby’s stakeholder engagement in the school plan process where schools participate in a school team visit. The report outlines the purpose and structure of the school team visits and lists the schools that have participated in the school team visit this year.

Recommendation:

THAT the Board of Education receive and approve the report presented in the Superintendent’s District Operations – Administrative Services Report dated June 28, 2022.

FIELD EXPERIENCES REPORT

Date: June 28, 2022

All field trips will follow the safety guidelines outlined in Administrative Regulations and Procedures 6.60.01. All Provincial COVID-19 Health and Safety Guidelines for K-12 settings in place at the time will be followed.

A. FINAL APPROVAL

1. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Clinton Elementary

7
Camp Elphinstone
October 5-7, 2022
50
4
2
1

FUNDING

Est. Pupil Cost \$280
Est. TOC Cost -
Est. School Fund Cost -
Est. Total Cost \$14,000

Purpose & Objectives To provide an outdoor educational experience for students where they can participate in a wide variety of activities with their peers such as canoeing, kayaking, cooperative games, archery and swimming.

2. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

International Education

8-12
Victoria, BC
October 14, 2022
75
6
-
-

FUNDING

Est. Pupil Cost \$139
Est. TOC Cost -
Est. School Fund Cost -
Est. Total Cost \$10,425

Purpose & Objectives International Education will provide students the opportunity to experience enrichment activities, including a ferry ride to Victoria, Malahat Skywalk, sightseeing and entertainment to build community as a group.

FIELD EXPERIENCES REPORT

Date: June 28, 2022

3. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Burnaby North Secondary

10
North Vancouver, BC
September 22, 2022
30
6
-
-

FUNDING

Est. Pupil Cost \$35
Est. TOC Cost -
Est. School Fund Cost -
Est. Total Cost \$1050

Purpose & Objectives

The PHE 10 Fieldtrip class, together with students from the Indigenous success program, will participate in a 2-hour guided kayak outing in the morning and a hike to Quarry Rock in the afternoon. The objective is to be physically active, understand our place from the Indigenous perspective while building community and connections between different programs at the school.

4. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Take a Hike Secondary

9-12
Manning Park
October 11-13, 2022
18
4
2
1

FUNDING

Est. Pupil Cost -
Est. TOC Cost -
Est. School Fund Cost -
Est. Total Cost -

Purpose & Objectives

Students will participate in a multi-day trip to engage in the Take a Hike outdoor curriculum. Students will learn fundamental outdoor skills such as shelter building, food management, and will practice leave no trace principles.

FIELD EXPERIENCES REPORT

Date: June 28, 2022

5. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Burnaby Mountain Secondary

8
Timberline Ranch
October 26-28, 2022
60
2
6
-

FUNDING

Est. Pupil Cost
Est. TOC Cost
Est. School Fund Cost
Est. Total Cost
Purpose & Objectives

\$240
\$600
-
\$15,000
Music program students will attend workshops and rehearse while experiencing community building and enrichment opportunities.

6. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Montecito Elementary

7
Timberline Ranch
October 3-5, 2022
29
4
6
-

FUNDING

Est. Pupil Cost
Est. TOC Cost
Est. School Fund Cost
Est. Total Cost
Purpose & Objectives

\$250
-
-
\$7250
Students will participate in horseback riding, archery, rock climbing, challenge course, team building, and cooperative games to enrich their learning and build community.

FIELD EXPERIENCES REPORT

Date: June 28, 2022

7. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Byrne Creek Secondary

8-9
Timberline Ranch
October 26-28, 2022
46
1
7
-

FUNDING

Est. Pupil Cost
Est. TOC Cost
Est. School Fund Cost
Est. Total Cost
Purpose & Objectives

\$230
\$600
-
\$11,180
Music program students will attend workshops and rehearse while experiencing community building and enrichment opportunities.

8. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Cariboo Hill Secondary

8
Timberline Ranch
October 26-28, 2022
25
4
4
-

FUNDING

Est. Pupil Cost
Est. TOC Cost
Est. School Fund Cost
Est. Total Cost
Purpose & Objectives

\$240
\$300
-
\$6300
Music program students will attend workshops and rehearse while experiencing community building and enrichment opportunities.

FIELD EXPERIENCES REPORT

Date: June 28, 2022

B. Approval in Principle

1. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Burnaby Mountain Secondary

9-12
Anaheim, California
April 6-10, 2023
50
2
5
-

FUNDING

Est. Pupil Cost \$2400
Est. TOC Cost \$1500
Est. School Fund Cost -
Est. Total Cost \$121,500

Purpose & Objectives Music students will attend a workshop in a professional setting in Disneyland and Universal Studios, performing for the public while also building community as a group through excursions at the park.

2. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers

Burnaby Mountain Secondary

10-12
New York, USA
April 4-10, 2023
20
1
-
2

FUNDING

Est. Pupil Cost \$3400
Est. TOC Cost \$800
Est. School Fund Cost -
Est. Total Cost \$68,800

Purpose & Objectives Students will receive an immersive theatre experience in one of the country's foremost theatre cities, while also participating in workshops.

FIELD EXPERIENCES REPORT

Date: June 28, 2022

3. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers
FUNDING

Moscrop Secondary

12
Tokyo, Japan
March 13-21, 2023
18
3
-
-

Est. Pupil Cost
Est. TOC Cost
Est. School Fund Cost
Est. Total Cost
Purpose & Objectives

-
-
-
-
Students will travel to Tokyo to experience Japanese culture, language and history as a part of the Kakehashi Project which is intended to build lasting relationships between Japanese and Canadian students.

4. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers
FUNDING

Byrne Creek Community

10-12
Tokyo, Japan
March 13-21, 2023
10
2
-
-

Est. Pupil Cost
Est. TOC Cost
Est. School Fund Cost
Est. Total Cost
Purpose & Objectives

-
-
-
-
Students will travel to Tokyo to experience Japanese culture, language and history as a part of the Kakehashi Project which is intended to build lasting relationships between Japanese and Canadian students.

FIELD EXPERIENCES REPORT

Date: June 28, 2022

5. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers
FUNDING

Burnaby North Secondary

10-12
New York, USA
April 4-10, 2023
20
2
1
-

Est. Pupil Cost \$3400
Est. TOC Cost \$800
Est. School Fund Cost -
Est. Total Cost \$68,800

Purpose & Objectives Students will receive an immersive theatre experience in one of the country's foremost theatre cities, while also participating in workshops.

6. School

Grades
Destination
Date of Field Trip
No. of Students
No. of Teachers
No. of District Support Staff
No. of Volunteers
FUNDING

Burnaby Central Secondary

10-12
New York, USA
March 10-16, 2023
50
2
6
-

Est. Pupil Cost \$3400
Est. TOC Cost -
Est. School Fund Cost -
Est. Total Cost \$170,000

Purpose & Objectives Students will experience a music appreciation trip through arts and culture while attending musicals, theatre performances, city tours and museums.

Board Report

Date: June 28, 2022
To: Board of Education – Public Meeting
From: Wanda Mitchell, Assistant Superintendent
Subject: School Plan Visit Annual Process

Background:

The Burnaby Board of Education's 2019-2024 Strategic Plan contains the following two key priorities:

“Thriving Students” - Through strength-based approaches and innovation we will challenge and support our learners. We celebrate diversity, embrace inclusion and offer multiple learning and career pathways to ensure all students thrive.

“An Inclusive and Caring Community” - We will ensure that all learners and their families feel a sense of belonging. We will provide accepting, safe, supportive, and inviting school communities.

Introduction:

Schools participate in an annual school plan process with a focus on improving student achievement. This process is meant to be ongoing, collaborative and relevant to the local context and student needs. School goals are evidence-based and strategies are to be meaningful, culturally responsive and sustainable. As the school plan is a living document, schools monitor progress and adjust goals and strategies as required.

Purpose:

As part of Burnaby's stakeholder engagement in the school plan process, schools participate in a school team visit. The purpose of the school team visit structure is to assist in making the school plan process understood and transparent. It helps schools examine their goals and action plans as they determine if plans are going well or if adjustments are required. It also provides an opportunity for staff to participate in collaborative conversations, share promising practices, and learn from one another.

Structure:

School team visits are typically scheduled between February and April on a rotating three-year schedule. The visiting team may be comprised of a Trustee, an administrator from another school, as well as a parent from another school. Each school team visit is led by a district administrator.

The host school team includes the administrator, and may also include teaching staff, students, and members of their parent community.

Follow-up:

Following each visit, the visiting school team lead meets with the school administrator to discuss successes, challenges, future directions and recommendations that were identified by the visiting team. Feedback, including recommendations and promising practices, assists schools and the district in future planning.

The following schools participated in a school team visit this school year:

Elementary Schools:

- Aubrey
- Cameron
- Chaffey-Burke
- Confederation Park
- Edmonds Community
- Gilmore Community
- Lakeview
- Maywood Community
- Montecito
- Morley
- Nelson
- Seaforth
- Second Street Community
- University Highlands

Secondary Schools:

- Byrne Creek Community
- Moscrop

All school team visits for the 2021-2022 school year were held in-person.

Recommendation:

THAT the Board of Education receive this information.