

**BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)****REGULAR OPEN MEETING
OF THE BOARD****Tuesday, November 27, 2018****7:30pm – School Board Office****811 Ontario Street, New Westminster
(corner of 8th Street and Royal Avenue)****AGENDA**

The New Westminster School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples on whose traditional and unceded territories we live, we learn, we play and we do our work.

1. ADOPTION OF THE AGENDA**2. APPROVAL OF THE MINUTES**

- a. Approval of Minutes from the October 30, 2018 Regular Meeting *Encl. Pg. 1*
- b. Approval of Minutes from the November 6, 2018 Inaugural Meeting *Encl. Pg. 7*
- c. Business Arising from the Minutes

3. COMMENT & QUESTION PERIOD FROM VISITORS**4. CORRESPONDENCE**

- a. Invitation from Peter Julian, MP & Judy Darcy, MLA – *Encl. Pg. 13*
Annual Christmas Open House, December 8, 2018 from
2:00pm to 4:00pm at Fraser River Middle School.

5. BOARD COMMITTEE REPORTS**a. Combined Education and Operations Policy & Planning Committee,
November 13, 2018**

- i. Comments from the Committee Chair, Trustee Gifford
- ii. Approval of the November 13, 2018 Combined Education and *Encl. Pg. 15*
Operations Policy & Planning Committee Minutes

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the November 13, 2018 Combined Education and Operations Policy & Planning Committee meeting.

- iii. 2019-2020 Budget Process

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the 2019-2020 Budget Process as presented.

5. BOARD COMMITTEE REPORTS (Cont'd)

iv. Traffic Safety – Queensborough

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) direct staff to approach the City of New Westminster, and to write a letter on behalf of the Board, regarding the traffic concerns within the District, especially Queensborough neighbourhood, and to report back to the Board at the December 4, 2018 Combined Education and Operations Committee meeting about various options to resolve the traffic issues around Queensborough Middle and Queen Elizabeth Elementary School to secure the traffic safety for students.

v. Required Courses for Post-Secondary Eligibility

THAT the Board of Education of School District No. 40 (New Westminster) receive a report from staff outlining the extent of the shortage of required courses of Post-Secondary education eligibility and make any changes as needed so that New Westminster Secondary School (NWSS) students can meet their graduation requirements by taking NWSS courses.

6. REPORTS FROM SENIOR MANAGEMENT

- a. Superintendent Report (K. Hachlaf)
- b. Bank Signing Authority (K. Morris)

MOTION

THAT the Board of Education of School District No. 40 (New Westminster)'s bank signing authorities Mark Gifford, Chair, Anita Ansari, Vice Chair, Karim Hachlaf, Superintendent, and Kim Morris, Secretary-Treasurer be approved;

AND FURTHER that effective immediately, bank signing authority Kelly Slade-Kerr, former Vice-Chair, be removed.

- c. Expanding Child Care (K. Hachlaf)

7. NEW BUSINESS

- a. Review Trustee Assignments to Committees & School Liaison & Programs (Chair)

Encl. Pg. 19

8. TRUSTEE REPORTS**9. QUESTION PERIOD (15 minutes)**

Questions to the Chair on matters that arose during the meeting.

10. NOTICE OF MEETINGS

December 4, 2018: Combined Education and Operations Policy & Planning Committee Meeting, 7:30pm – School Board Office

December 11, 2018: School Board Meeting, 7:30pm – School Board Office

11. REPORTING OUT FROM IN-CAMERA MEETING

- a. Record of In-Camera October 30, 2018 Board Meeting *Encl. Pg. 21*
- b. Record of Special In-Camera November 13, 2018 Board Meeting *Encl. Pg. 22*
- c. In-Camera Operations Policy & Planning Committee, November 13, 2018
 - i. Amended 2019-2020 5-year Capital Plan *Encl. Pg. 23*

<i>Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the Amended 2019-2020 5-year Capital Plan.</i>
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12. ADJOURNMENT

MINUTES OF THE REGULAR OPEN MEETING
OF THE NEW WESTMINSTER BOARD OF EDUCATION
HELD TUESDAY, OCTOBER 30, 2018 AT 7:38 PM
SCHOOL BOARD OFFICE
811 ONTARIO STREET, NEW WESTMINSTER

PRESENT Jonina Campbell, Trustee Karim Hachlaf, Superintendent
Casey Cook, Trustee Maryam Naser, Associate Superintendent
Michael Ewen, Trustee Kim Morris, Secretary-Treasurer
Mark Gifford, Chair Robert Weston, Director of Human Resources
James Janzen, Trustee Caroline Manders, Recording Secretary
Mary Lalji, Trustee
Kelly Slade-Kerr, Vice Chair

The New Westminister School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.

1. ADOPTION OF THE AGENDA

Item removed:

- Item #6 e. – Amended 5-Year Capital Plan

Item added:

- Item #7 – Traffic Safety – Queensborough

Moved and Seconded

2018-115

THAT the Board of Education of School District No. 40 (New Westminister) adopt the agenda as amended for the October 30, 2018 Regular School Board meeting.

Carried Unanimously

2. APPROVAL OF THE MINUTES

a. Approval of Minutes from the September 25, 2018 Regular Meeting

Moved and Seconded

2018-116

THAT the Board of Education of School District No. 40 (New Westminister) approve the minutes from the September 25, 2018 Regular School Board meeting.

Carried Unanimously

b. Business Arising from the Minutes

Nil.

3. COMMENT & QUESTION PERIOD FROM VISITORS

Chair Gifford introduced Trustees-Elect, Dee Beattie, Gurveen Dhaliwal and Maya Russell.

4. CORRESPONDENCE

By consensus, the October 18, 2018 letter from the Tsilhqot'in National Government requesting renaming of New Westminister Secondary School was received.

Moved and Seconded

2018-117

THAT the Board of Education of School District No. 40 (New Westminster) refer the Tsilhqot'in National Government's October 18, 2018 request to rename New Westminster Secondary School, to the November 13, 2018 Combined Education and Operations Policy and Planning Committee meeting; AND FURTHER that a letter acknowledging the request, be sent from the Board of Education.

Carried Unanimously

5. BOARD COMMITTEE REPORTS

a. Combined Education and Operations Policy & Planning Committee, October 2, 2018

- i. Comments from the Committee Chair, Trustee Janzen.
Education Policy and Planning Committee Chair Ewen provided a brief overview of the October 2, 2018 meeting.
- ii. Approval of the October 2, 2018 Combined Education and Operations Policy & Planning Committee Minutes.

Moved and Seconded

2018-118

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the October 2, 2018 Combined Education and Operations Policy & Planning Committee meeting.

Carried Unanimously

- iii. Teachers Teaching On Call (TTOC) Shortages
The Board deliberated the recommendation from Committee.

Moved and Seconded

2018-119

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to provide monthly reports to the Operations Policy and Planning Committee, commencing November 2018, to allow the Board to assess at each of the elementary, middle and high school level:

- a. The number of enrolling teacher absences not covered by a Teacher Teaching On Call (TTOC).***
- b. The number of school-based non-enrolling teacher absences not covered by a TTOC.***
- c. The number of enrolling teacher absences not covered by a TTOC that are covered wholly or partly by a school-based non-enrolling teacher.***
- d. The number of enrolling teacher absences not covered by a TTOC that are covered wholly or partly by a school-based administrator.***

Carried Unanimously

- iv. Educational Assistants Absence Coverage
The Board deliberated the recommendation from Committee.

Moved and Seconded

2018-120

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to provide monthly reports to the Operations Policy and Planning Committee, commencing November 2018, to allow the Board to assess at each of the elementary, middle and high school level, the number of Educational Assistant absences not replaced.

Carried Unanimously

v. Expanding Child Care Options for Families

The Board deliberated the recommendation from Committee.

Moved and Seconded

2018-121

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to draft plans and funding proposals for submission to Ministry of Children and Family Development and Ministry of Education that will support the potential development of at least 100 new child care and school-age spaces at Richard McBride Elementary School, Queensborough Middle School, and Queen Elizabeth Elementary School; AND THAT, the Board receive a progress update from staff at the November 2018 Operations Committee meeting.

Carried Unanimously

6. REPORTS FROM SENIOR MANAGEMENT

a. Superintendent Update

Karim Hachlaf, Superintendent, provided an update highlighting:

- Associate Superintendent, Maryam Naser, will provide an update regarding Learning Services at the December 11, 2018 Board meeting;
- Funding Model Review announcement expected Spring 2019. Trustees expressed concern relative to the timing of announcement, potential budget implications and lack of feedback period. Trustees suggested the new Board may wish to write a letter to the Ministry outlining concerns;
- Bargaining to commence in February 2019;
- District class size averages are well within or below the class size language with few classes over the class size limit;
- Superintendent Hachlaf thanked the outgoing Trustees for their service to students and community.

b. Staffing and Enrollment Report as at October 24, 2018

Maryam Naser, Associate Superintendent, and Robert Weston, Director, Human Resources, reviewed the staffing and enrolment report. Trustees expressed concern relative to waitlist for students that require psychological assessment. Staff clarified the process to work through a tiered model. The timeline for this process will vary from child-to-child based on individual need.

Moved and Seconded

2018-122

THAT the Board of Education of School District No. 40 (New Westminster), direct staff to append a copy of the Staffing and Enrolment Report to the Regular Open Board October 30, 2018 minutes.

Carried Unanimously

c. Revised 2017-18 Executive Compensation Report & Annual Executive Compensation Disclosure Report

Trustees expressed concern that the vacation payouts are high for the District and redirect funds from classrooms. Superintendent Hachlaf advised staff is aware of the vacation banks and that proactive measures are in place to reduce. Secretary-Treasurer Morris reminded the Board that vacation accruals are booked over time, and that expense to the District in any one year is the difference between the vacation granted and the vacation taken, not the total payout.

Moved and Seconded

2018-123

THAT the Board of Education of School District No. 40 (New Westminster), receive the Revised 2017-18 Annual Executive Compensation Disclosure Report as presented.

Carried Unanimously

d. Financial Update as at September 30, 2018

Kim Morris, Secretary-Treasurer, reviewed the Revenue and Expenses as at September 30, 2018, advising that both are on-budget.

7. TRUSTEE REPORTS

a. Traffic Safety – Queensborough (M. Lalji)

Trustee Lalji introduced the traffic safety Board Report handout highlighting concerns for safety of student in and around the Queensborough schools. Discussion took place as follows:

- Referral to Committee level would allow stakeholders to bring forward
- Budget implications;
- District-wide traffic safety review versus one neighbourhood.

Moved and Seconded

2018-124

THAT the Board of Education of School District No. 40 (New Westminster refer the recommendation relative to Traffic Safety-Queensborough, to the November 13, 2018 Combined Education and Operations Policy & Planning Committee meeting.

Carried Unanimously

b. Outgoing Board Report, Chair Gifford

Chair Gifford reported out on the accomplishments of the 2014-2018 Board of Education, a copy of which to be appended to the Minutes, and thanked the Trustees for their commitment and service to students, families and community.

8. QUESTION PERIOD

Nil.

9. NOTICE OF MEETINGS

November 6, 2018: Inaugural Meeting & Swearing of the Oath, 6:30 pm – School Board Office
November 13, 2018: Combined Education and Operations Policy & Planning Committee, 7:30 pm – School Board Office
November 27, 2018: School Board Meeting, 7:30 pm – School Board Office

10. REPORTING OUT FROM IN-CAMERA MEETING

- a. Record of In-Camera September 25, 2018 Board Meeting
- b. Record of Special In-Camera October 2, 2018 Board Meeting

11. ADJOURNMENT

The meeting adjourned 9:10 pm.

Chair

Secretary-Treasurer

Chair Report - Annual Report

It's my pleasure to provide a Report on behalf of the Board. I will take a few minutes to take stock of some of the work of this Board, and share a few highlights as well as my gratitude for the work of so many. As a Board, our journey together hasn't always been easy, and there remains much work to do. But looking back on the past four years, working together with students, families, community partners, and especially, staff - we have made remarkable strides as a District. We have built a strong foundation, and the District is well-positioned to move forward.

Highlights:

Our facilities – with this year's funding secured for replacement of McBride and upgrades at Lord Tweedsmuir, six major capital projects benefitting more than 60% of our student body have either been completed or started during the past four years. This includes NWSS, Howay, Fraser River & Qayqayt, and we can look forward to an expansion of Queen Elizabeth and downtown/Brow of the Hill and Sapperton capacity in the very near future. Relatively speaking, that is a remarkable pace and scale of improvement for any district in the Province.

Financial Health:

We have restored and sustained the Financial Health of our District, which has provided the ability to invest back into staff, classroom resources and supports that enable students to thrive.

Governance:

We renewed our mission, vision and values to help anchor priorities in a District culture that ensures New West Schools are places where every student loves to learn.

We undertook and completed a comprehensive overhaul of our policies and procedures.

Inclusion:

We continue to advance a District commitment to inclusion that demonstrates leadership to the rest of the Province.

- We built on our early efforts to develop a SOGI policy to adopt and implement SOGI 123
- We are the first district to adopt and implement a Sanctuary Schools Policy in British Columbia
- We are the first district to move forward with a Universal School Nutrition Program
- We are taking reconciliation to heart, and prioritizing a journey of listening, learning, and leading in ways that recognize impact of racism and colonization, and value Indigenous ways of knowing

Technology:

We discovered the internet. Or at least WIFI.

Plus new investments in IT infrastructure each year over the past four years.

Transforming Education

Supporting engagement and innovation through the implementation of our changing curriculum. It has been incredible to see the kind of work and leadership happening in schools and classrooms across the District, as teachers, staff and students.

The made-in-New West strategy of Teaching and Learning in Diverse Classrooms has been a living blueprint for guiding priorities and approach.

We've supported new ways of enhancing professional learning and growth for our teachers and staff.

Partnerships:

Childcare & Out of School Time Care

Early Years Centre

BCIT, UBC, SFU, Douglas

Fraser Health

MCFD

City of New Westminster

Province of British Columbia

People & Leadership:

Our Students:

Whether on a field, a stage, a classroom or community, our students have been our focus and inspiration.

Our Staff:

Teachers. Support Staff. Principals and Vice-Principals. District Administration.

Leadership Team:

Transitions. Gratitude for Commitment. Focus. Care.

Current: Karim Hachlaf, Kim Morris, Maryam Naser

Past....

Pat Duncan, Kevin Lorenz

John Gaipman, Janet Grant

Support. Caroline Manders, Prab Samra and Barb Basden

Grant Osborne, NWTU & Eric Young

Marcel Marsolais, CUPE 409

Finally, our Board:

I want to offer my wholehearted thanks and appreciation to each one of you for your leadership.

We are going from 91 to 6 years of combined experience on the Board. Gulp. It's a rare privilege to have the opportunity to work and learn with a group of people who bring so much knowledge, experience, and passion.

Mary, who joined in 2016, will join me in working as part of the next Board.

Kelly Slade-Kerr 2014

Jonina Campbell 2011

Casey Cook 2008

James Janzen 1990

Michael Ewen 1979

We have each brought our values, best intentions, and effort to do the most that we can to create great schools for students and families. We have not always agreed with one another, but by-and-large, we have found a pathway to agreement. You have each been so generous with your time, expertise and relationships, and I thank you.

Chair Gifford

**MINUTES OF THE REGULAR OPEN INAUGURAL MEETING
OF THE NEW WESTMINSTER BOARD OF EDUCATION
HELD TUESDAY, NOVEMBER 6, 2018 AT 6:33 PM
SCHOOL BOARD OFFICE
811 ONTARIO STREET, NEW WESTMINSTER**

PRESENT

Anita Ansari, Trustee
Dee Beattie, Trustee
Danielle Connelly, Trustee
Gurveen Dhaliwal, Trustee
Mark Gifford, Trustee
Mary Lalji, Trustee
Maya Russell, Trustee

Karim Hachlaf, Superintendent
Maryam Naser, Associate Superintendent
Kim Morris, Secretary-Treasurer
Robert Weston, Director of Human Resources
Guests:
Mayor Jonathan Coté, City of New Westminister
Chinu Das, City Councillor
Bill Harper, Retired City Councillor
Jacqueline Killawee, City Clerk
Bertha Lansdowne, District Aboriginal Education
Coordinator
Chief Rhonda Larrabee, Qayqayt First Nation
Nadine Nakagawa, City Councillor
Chuck Puchmayr, City Councillor
Danielle Smith, "Drummers on a Beat"
Rosalyn Swanson, "Drummers on a Beat"
Lisa Spitale, Chief Administrative Officer
Mary Trentadue, City Councillor
Caroline Manders, Recording Secretary

The New Westminister School District recognizes and acknowledges the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.

1. CALL TO ORDER

Kim Morris, Secretary-Treasurer, called the meeting to order at 6:33 pm and welcomed Chief Rhonda Larrabee, Qayqayt First Nation. Chief Larrabee delivered the official welcome.

2. ADOPTION OF THE AGENDA

By consensus, the agenda was adopted as presented.

3. REMARKS OF RETIRING CHAIR

Retiring Chair, Mark Gifford welcomed all guests, including Trustees' family, City of New Westminister Mayor, City Councillors and Staff. Retiring Chair Gifford delivered his remarks and expressed enthusiasm as the new Board begins its work.

4. SMUDGING CEREMONY

Bertha Lansdowne, District Aboriginal Education Coordinator, Danielle Smith and Rosalyn Swanson, "Drummers on a Beat" conducted the Smudging Ceremony to welcome the new Board members and to signify a new beginning for Trustees, District and Indigenous people.

5. STATEMENT OF THE RETURNING OFFICER

Jacqueline Killawee, City Clerk with the City of New Westminister, confirmed that the 2018 Local General election was held on October 20, 2018 to elect 7 School Trustees for School District No.40 (New Westminister Schools) along with 1 Mayor and 6 Councillors for the City of New Westminister. A total of 14,655 votes were cast in the election and as Chief Election Officer I announced on October 24, 2018 the following candidates were elected to the office of School Trustee: Anita Ansari, Dee Beattie, Danielle Connelly, Gurveen Dhaliwal, Mark Gifford, Mary Lalji, and Maya Russell.

6. OATH OF OFFICE

Jacqueline Killawee, City Clerk for the City of New Westminster was introduced and administered the Oaths of Office to each Trustee. Trustees read aloud the Oath of Office, affirming it to be true and the documents were then signed by the Trustee and the City Clerk. As each Trustee affirmed their Oath of Office, they were intruded by Ms. Killawee as:

Trustee Anita Ansari
Trustee Dee Beattie
Trustee Danielle Connelly
Trustee Gurveen Dhaliwal
Trustee Mark Gifford
Trustee Mary Lalji
Trustee Maya Russell

7. ELECTION OF CHAIR

Kim Morris, Secretary-Treasurer, called for nominations for the Chair for the 2019 Board of Education. Maryam Naser, Associate Superintendent, and Robert Weston, Director of Human Resources served as Scrutineers.

Trustee Anita Ansari nominated Trustee Mark Gifford as Chair for the 2019 Board of Education.

Trustee Mary Lalji nominated Trustee Danielle Connelly as Chair for the 2019 Board of Education.

Trustee Gifford accepted the nomination; Trustee Connelly did not accept the nomination.

Kim Morris, Secretary-Treasurer, called for nominations for the position of Chair for the 2019 Board of Education a 2nd and 3rd time.

There being no further nominations, ***Trustee Gifford was declared Chair*** for the 2019 Board of Education.

Kim Morris, Secretary-Treasurer transferred the Chair to Trustee Gifford.

8. ELECTION OF VICE-CHAIR

Chair Mark Gifford called for nominations for the Vice-Chair for the 2019 Board of Education.

Trustee Dee Beattie nominated Trustee Anita Ansari as Vice-Chair for the 2019 Board of Education.

Trustee Ansari accepted the nomination.

Chair Gifford, called for nominations for the position of Vice-Chair for the 2019 Board of Education a 2nd and 3rd time.

There being no further nominations, ***Trustee Ansari was declared Vice-Chair*** for the 2019 Board of Education (by acclamation).

9. ELECTION OF BCSTA PROVINCIAL COUNCIL & ALTERNATE DELEGATE

Chair Gifford called for nominations for the BCSTA Provincial Council 2019 Board of Education.

Trustee Gurveen Dhaliwal nominated Trustee Danielle Connelly for BCSTA Provincial Council for the 2019 Board of Education.

Trustee Connelly accepted the nomination.

Chair Gifford, called for nominations for the position of BCSTA Provincial Council for the 2019 Board of Education a 2nd and 3rd time.

There being no further nominations, **Trustee Connelly was declared BCSTA Provincial Council** for the 2019 Board of Education (by acclamation).

BCSTA Provincial Council Delegate Alternate

Chair Gifford called for nominations for the BCSTA Provincial Council Delegate Alternate 2019 Board of Education.

Trustee Maya Russell nominated Trustee Dee Beattie as BCSTA Provincial Council Delegate Alternate for the 2019 Board of Education.

Trustee Beattie accepted the nomination.

Chair Gifford, called for nominations for the position of BCSTA Provincial Council Delegate Alternate for the 2019 Board of Education a 2nd and 3rd time.

There being no further nominations, **Trustee Beattie was declared BCSTA Provincial Council Delegate Alternate** for the 2019 Board of Education (by acclamation).

10. ELECTION OF BCPSEA REPRESENTATIVE & ALTERNATE

Chair Gifford called for nominations for the BCPSEA Representative for the 2019 Board of Education.

Trustee Maya Russell nominated Trustee Dee Beattie as BCPSEA Representative for the 2019 Board of Education.

Trustee Beattie accepted the nomination.

Chair Gifford called for nominations for the position of BCPSEA Representative for the 2019 Board of Education a 2nd and 3rd time.

There being no further nominations, **Trustee Beattie was declared BCPSEA Representative** for the 2019 Board of Education (by acclamation).

BCPSEA Representative Alternate

Chair Gifford called for nominations for the BCPSEA Representative Alternate for the 2019 Board of Education.

Trustee Maya Russell nominated Trustee Gurveen Dhaliwal as BCPSEA Representative Alternate for the 2019 Board of Education.

Chair Gifford, called for nominations for the position of BCPSEA Representative Alternate for the 2019 Board of Education a 2nd and 3rd time.

Trustee Dhaliwal accepted the nomination.

There being no further nominations, **Trustee Dhaliwal was declared BCPSEA Representative Alternate** for the 2019 Board of Education (by acclamation).

11. MOTION TO DESTROY BALLOTS

Nil.

12. ADJOURNMENT

The meeting adjourned 7:15 pm.

Chair

Secretary-Treasurer

DRAFT

SCHOOL BOARD OPEN MOTIONS: 2018-2019 SCHOOL YEAR

#		DATE	BOARD MOTIONS	BY	OUTSTANDING
2018-124	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) refer the recommendation relative to Traffic Safety-Queensborough, to the November 13, 2018 Combined Education and Operations Policy & Planning Committee meeting.	Board	<i>District Staff. Completed.</i>
2018-123	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster), receive the Revised 2017-18 Annual Executive Compensation Disclosure Report as presented.	Board	<i>District Staff. Completed.</i>
2018-122	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster), direct staff to append a copy of the Staffing and Enrolment Report to the Regular Open Board October 30, 2018 minutes.	Board	<i>District Staff. Completed.</i>
2018-121	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) direct staff to draft plans and funding proposals for submission to Ministry of Children and Family Development and Ministry of Education that will support the potential development of at least 100 new child care and school-age spaces at Richard McBride Elementary School, Queensborough Middle School, and Queen Elizabeth Elementary School; AND THAT, the Board receive a progress update from staff at the November 2018 Operations Committee meeting.	Board	<i>District Staff. Completed.</i>
2018-120	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) direct staff to provide monthly reports to the Operations Policy and Planning Committee, commencing November 2018, to allow the Board to assess at each of the elementary, middle and high school level, the number of Educational Assistant absences not replaced.	Board	<i>District Staff. Monthly report brought forward at each Operations Policy & Planning Committee meeting.</i>
2018-119	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) direct staff to provide monthly reports to the Operations Policy and Planning Committee, commencing November 2018, to allow the Board to assess at each of the elementary, middle and high school level: a. The number of enrolling teacher absences not covered by a Teacher Teaching On Call (TTOC). b. The number of school-based non-enrolling teacher absences not covered by a TTOC. c. The number of enrolling teacher absences not covered by a TTOC that are covered wholly or partly by a school-based non-enrolling teacher. d. The number of enrolling teacher absences not covered by a TTOC that are covered wholly or partly by a school-based administrator.	Board	<i>District Staff. Monthly report brought forward at each Operations Policy & Planning Committee meeting.</i>
2018-118	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the October 2, 2018 Combined Education and Operations Policy & Planning Committee meeting.	Board	<i>Adopted as circulated.</i>
2018-117	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) refer the Tsilhqot'in National Government's October 18, 2018 request to rename New Westminster Secondary School, to the November 13, 2018 Combined Education and Operations Policy and Planning Committee meeting; AND FURTHER that a letter acknowledging the request, be sent from the Board of Education.	Board	<i>District Staff. Completed.</i>
2018-116	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the September 25, 2018 Regular School Board meeting.	Board	<i>Adoped as circulated. Posted on website.</i>

#		DATE	BOARD MOTIONS	BY	OUTSTANDING
2018-115	O	30-Oct-18	THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda as amended for the October 30, 2018 Regular School Board meeting.	Board	<i>Adopted as amended.</i>
2018-106	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) adopt the Record of Closed form; AND FURTHER, that the form become part of the future Regular Board Agenda packages.	Board	<i>Board Executive Assistant. Ongoing.</i>
2018-105	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster), accept the 2017-18 Annual Executive Compensation Disclosure Report as presented.	Board	<i>Adopted. Emailed to Ministry.</i>
2018-104	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) authorize staff to address immediate staffing pressures utilizing 2017-2018 accumulated surplus up to \$500,000, as presented.	Board	<i>District Staff. Completed.</i>
2018-103	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) waive Policy 19 Section 1.1 "normally consider such allocations as part of the budget development and approval process." (Restricted and Non-Restricted Surplus Funds) AND to further restrict 2017-2018 surplus in the 2018-2019 fiscal year.	Board	<i>Adopted.</i>
2018-102	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) approve that Policy 8-Board Committees be amended to embed the roles, responsibilities and duties of the Audit Committee into the existing standing Operations Policy and Planning Committee of the Whole.	Board	<i>Adopted. 1 Opposed.</i>
2018-101	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) direct staff to request proposals for audit services for School District No. 40 (New Westminster) for a three-year period (with an optional two-year renewal) commencing with the 2019/20 fiscal year; AND THAT a recommendation from staff for audit services be provided to the Board by November 2018.	Board	<i>District Staff. November 2018.</i>
2018-099	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) approve the signing/execution of the Innovation Partnership Agreement Memorandum of Understanding with the City of New Westminster (Intelligent City), to support a continued collaboration between the City and the School District.	Board	<i>Adopted. Agreement signed & sent to City for signing.</i>
2018-098	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) adopt the School District No. 40 (New Westminster) revised Board Policy 2 – Appendix A: Board Annual Work Plan for 2018/19.	Board	<i>Adopted. Posted on website.</i>
2018-096	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) direct staff to provide an update regarding implementation of the Spring 2018 internal audit recommendations at New Westminster Secondary School to the Board in November 2018.	Board	<i>District Staff. November 2018.</i>
2018-095	O	25-Sep-18	THAT the Board of Education of School District No. 40 (New Westminster) approve the Consolidated Financial Statements for the fiscal year ending June 30, 2018.	Board	<i>Adopted.</i>
2018-055	O	24-Apr-18	THAT the Board of Education for School District No. 40 (New Westminster) directs staff to develop a strategy to identify opportunities and make recommendations as to how to improve our engagement with the public and our stakeholders.	Board	<i>District Staff.</i>

Note: Motion numbers not in sequence due to omission of routine resolutions such as adoption of agendas, minutes & closed meeting motions.

From: peter.julian.c1d@parl.gc.ca
To: [Caroline Manders](#)
Subject: Invitation - Peter Julian MP & Judy Darcy MLA Annual Christmas Open House Dec 8
Date: Wednesday, November 14, 2018 2:14:35 PM
Attachments: [image005.png](#)

Dear NW School Trustees,

Peter Julian MP and Judy Darcy MLA warmly invite you and your family to attend their **Annual Christmas Open House.**

Here are the information:

Date: Sat Dec 8, 2018

Time: 2 to 4PM

Location: Fraser River Middle School

Address: 800 Queens Ave, New Westminster (Corner of 8th Street and Queens Ave)

Parking: Parking lots are reserved for seniors and people with disabilities. Please use street parking.

Please kindly RSVP before December 5 if you are able to attend. Thank you!

We look forward seeing you.



**Peter Julian, MP
Judy Darcy, MLA**



Warmly invite you to their

Christmas Open House



**Saturday, December 8th
2:00PM to 4:00PM
Location: Fraser River Middle School
800 Queens Ave.
(corner of 8th St. & Queens Ave.)**

Please bring your friends & family

**Light refreshments
children's activities
Wheelchair accessible
Sign Language Interpreter**

Reserve your spot:

Online sign up

<https://goo.gl/UFk6xY>

OR email

peter.julian.c1d@parl.gc.ca

OR phone 604-775-5707



Doris Mah

Community Engagement

Peter Julian, Member of Parliament

**MINUTES OF THE NEW WESTMINSTER BOARD OF EDUCATION
COMBINED EDUCATION & OPERATIONS POLICY
AND PLANNING COMMITTEE**

**HELD TUESDAY, NOVEMBER 13, 2018 AT 7:36 PM
SCHOOL BOARD OFFICE
811 ONTARIO STREET, NEW WESTMINSTER**

PRESENT	Anita Ansari, Vice Chair Dee Beattie, Trustee Danielle Connelly, Trustee Gurveen Dhaliwal, Trustee Mark Gifford, Chair Mary Lalji, Trustee Maya Russell, Trustee	Karim Hachlaf, Superintendent Kim Morris, Secretary-Treasurer Maryam Naser, Associate Superintendent Robert Weston, Director, Human Resources Caroline Manders, Recording Secretary Guests: Karen Crosby, New Westminister Secondary School (NWSS) Dave Crowe, Director of Capital Projects Steve Kungel, NWSS Grant Lachmuth, Black Wolf Consulting Iain Lancaster, District VP, Programs & Planning Garry Pattern, NWSS
REGRETS	Dino Stiglich, Director, Facilities & Operations	

Chair Gifford recognized and acknowledged the Qayqayt First Nations, as well as all Coast Salish peoples, on whose traditional and unceded territories we live, we learn, we play and we do our work.

1. ADOPTION OF THE AGENDA

Remove: Item #5c. 'Class Size Report'
Insert New 5e. Required Courses for Post-Secondary Eligibility
Moved and Seconded

THAT the agenda for the November 13, 2018 Open Combined Education & Operations Policy and Planning Committee meeting be adopted as amended.

Carried Unanimously

2. CORRESPONDENCE

Correspondence was reviewed.

3. REPORTS FROM SENIOR MANAGEMENT

a. Career Programs Report

New Westminister Secondary School's (NWSS) Karen Crosby, Garry Pattern and Steve Kungel provided a presentation relative to the SD40 Youth Apprenticeship Programs and ADST. Jack Foster, a POWER student who transferred to the NWSS plumbing program, provided the Board with highlights of his positive experience in the Plumbing Apprenticeship Program and at POWER.

b. Capital Projects Updates

i. New Westminister Secondary School (NWSS)

Dave Crowe, Director, Capital Projects, and Grant Lachmuth, Black Wolf Consulting, provided an update including:

- Steelwork will begin to be erected at the end of November;

- 100% Design Package will be submitted on November 23rd, which then will lead to full construction phase.
- Project is on time and on budget with expenditures to date is \$18 million.

ii. Lord Tweedsmuir Elementary School

Kim Morris, Secretary-Treasurer provided an update including:

- First 4 classrooms moved from the school to the portables for classroom renovation;
- Gymnasium renovated and returned to the school for occupancy;
- Project is on budget and on time.

c. Operations Update

Secretary-Treasurer Morris, presented the operations update. The document management project (digitization of records) was discussed by the Committee.

d. Revised Administrative Procedure 520 – Fundraising Activities and Sponsorship in District Facilities

Secretary-Treasurer Morris, briefly reviewed a housekeeping amendment made to the Administrative Procedure 520 to clarify when Form 520-1 is required (in lieu donations only). Revisions to Administrative Procedures are brought forward to Committee or the Board for information and no formal approval is required.

e. October 2018 Non-Replacement Data (Staffing) and Educational Assistants Absence Coverage

Director Weston, provided a report on non-replacement staffing, noting some absences of enrolling teachers were covered by non-enrolling teachers and/or administrators and that all efforts are made to reassign according to specific need of the student/school. It was clarified that the report reflects short-term absences (day-to-day).

f. Expanding Child Care Options for Families

Superintendent Hachlaf, provided an update including the June 2018 feasibility study prepared by staff, the July 2018 meeting with Minister of State for Child Care and the City of New Westminster in an effort to secure new spaces funding. The next update will be given at the November 27, 2018 Regular Open Board meeting.

4. GENERAL ANNOUNCEMENTS

Nil.

5. NEW BUSINESS

a. 2019-2020 Budget Process

Secretary-Treasurer Morris, reviewed the proposed 2018-20 Budget Process intended to promote engagement, consultation and transparency to staff, stakeholders and community. The process is also intended to provide Trustees with the information they need to carry three readings of the 2019-2020 budget bylaw.

Moved and Seconded:

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) that the 2019-2020 Budget Process, be approved, as presented.

Carried Unanimously

b. Neighbourhood Learning Centres (NLC)

Secretary-Treasurer Morris provided the Board with background regarding what a Neighbourhood Learning Centre (NLC) is, and the Terms of Reference from the last NLC Advisory Committee for Fraser River Middle and Qayqayt Elementary Schools. The Board was asked to review the Terms of Reference and suggest amendments. Staff will provide a draft Terms of Reference for the New Westminster Secondary and Ricard McBride Elementary Schools' NLC Advisory Committee, to the December 4, 2018 Combined Education and Operations Policy & Planning meeting.

c. T̓silhqot'in Nation Correspondence

Superintendent Hachlaf, reviewed the correspondence and advised the Committee he has made contact to setup a meeting. The Board will be updated once the meeting has taken place.

d. Traffic Safety – Queensborough

Trustee Lalji provided a brief overview of concerns expressed relative to student safety walking to-and-from schools, specifically Queen Elizabeth Elementary and Queensborough Middle Schools. The Queen Elizabeth Elementary PAC president from the gallery, addressed the Committee, highlighting the traffic issues around Queensborough Middle and Queen Elizabeth Elementary Schools. Superintendent Hachlaf acknowledged the concerns expressed and asked that staff be directed to follow up with the City as well as pursuing through the District's participation on the City's Traffic Safety Committee.

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the formation of a Task Force that, at minimum, would include:

**** Queen Elizabeth Elementary School PAC President***

**** Queensborough Middle School PAC President***

**** one School Trustee***

**** one City Councillor***

**** one NWPD representative***

**** one City Engineering representative***

...and any other stakeholder deemed relevant to the process

To address the safety of all pedestrians, especially our school-age youth, and improve road conditions and signage for cyclists and motorists as well, the objective of the Task Force would include but not be limited to:

1) the creation of two fully lighted crosswalks on Ewen Avenue (where the students currently cross)

2) the assignment of a crossing guard at the newly created crosswalks at Queen Elizabeth Elementary and Queensborough Middle School.

RECOMMENDATION DEFEATED

Moved and Seconded

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to approach the City of New Westminster, and to write a letter on behalf of the Board, regarding the traffic concerns within the District, especially Queensborough neighbourhood, and to report back to the Board at the December 4, 2018 Combined Education and Operations Committee meeting about various options to resolve the traffic issues around Queensborough Middle and Queen Elizabeth Elementary School to secure the traffic safety for students.

Carried Unanimously

e. Required Courses for Post-Secondary Eligibility

Trustee Lalji provided background relative to question posed by a student during the election campaign at an all-candidates meeting relative to secondary courses at New West Secondary School as follows:

There are many High School students who are not able to get into the courses they need to ensure they get into University. Universities do not recognize many of the elective courses that are offered at New Westminster Secondary School (NWSS). How would you advocate for high school students to get into courses they need to graduate and go directly to University, without having to take extra online courses?

A NWSS student addressed the Committee from the gallery, and outlining her concerns relative to:

- lack of courses and options available at NWSS;
- requirement to take on-line courses with three Districts, not offered currently at NWSS;
- Compromised face-to-face interaction with teachers due to travel to other districts.

Superintendent Hachlaf acknowledged the concerns expressed. The student expressed a wish for further student involvement and investigation into finding a solution.

Superintendent Hachlaf committed to look into the matter and report back to the December 4, 2018 Combined Education and Operations Policy & Planning Committee meeting.

Moved and Seconded

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) to better understand the extent of the situation and make any needed changes for the 2019 graduation class, be it therefore resolved that the Board of Education, SD40, receive a report from staff outlining the situation and what will be done to ensure that NWSS students can meet their graduation requirements by taking NWSS courses.

Moved and Seconded

~~That the recommendation be amended to read "...to better understand the extent of the situation and make any needed changes for the 2019 graduation class, be it therefore resolved that the Board of Education, SD40, receive a report from staff outlining the situation~~
extent of the shortage of required courses for post-secondary education eligibility and make any changes as needed so that and what will be done to ensure that NWSS students can meet their graduation requirements by taking NWSS courses."

Carried Unanimously

Recommendation as Amended:

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) to receive a report from staff outlining the extent of the shortage of required courses of Post-Secondary education eligibility and make any changes as needed so that New Westminster Secondary School (NWSS) students can meet their graduation requirements by taking NWSS courses.

Carried Unanimously

6. ADJOURNMENT

The meeting adjourned at 10:30pm.

TRUSTEE APPOINTMENTS TO COMMITTEES, SCHOOLS & PROGRAMS

BOARD/DISTRICT COMMITTEES	# of Trustees	Frequency	Time of Day	Notes	2018/19 Trustee Rep
BCSTA Rep / Alternate	1	2-3 Times/Year	All Day		Trustees Danielle Connelly / Dee Beattie
BCPSEA Rep / Alternate	1	2-3 Times/Year	All Day		Trustees Dee Beattie / Gurveen Dhaliwal
Education Committee Chair	1	Monthly	Evening	Agenda-setting once a month also	
Operations Committee Chair	1	Monthly	Evening	Agenda-setting once a month also	
Aboriginal Education Advisory Committee	1	2-3 Times/Year	After School		
CUPE Labour/Management	1	Monthly	Daytime	Should be same Trustee as Stage 3	
Grievance Mgmt - Step 3	1	As Needed	Daytime	Should be same Trustee as CUPE Labour Management	
Memorialization Advisory Committee	2	3-4 Times/Year	After School		
Sanctuary Schools	2	2 Times/Year			
Sexual Orientation and Gender Identity (SOGI)	2	2 Times/Year			+1-2 Events/Year
SCHOOL LIAISON	# of Trustees			Notes	2018/19 Trustee Rep
Connaught Heights Elementary	1				
École Qayqayt Elementary	1				
FW Howay Elementary	1				
Fraser River Middle	1				
École Glenbrook Middle	1				
École Herbert Spencer Elementary	1				
Lord Kelvin Elementary	1				
École Lord Tweedsmuir Elementary	1				
New Westminster Secondary	1				
Queen Elizabeth Elementary	1				
Queensborough Middle	1				
Richard McBride Elementary	1				
SIGMA Alternate Program	1				
Royal City Alternate Program (RCAP)	1				
POWER	1				
Hume Park Home Learner Program	1				
Island Discovery Home Learner Program	1				

PARENT ADVISORY COUNCILS	Chair	Email	Time of Day	Notes	2018/19 Trustee Rep
Connaught Heights Elementary	Carrie Van Snellenberg	chpacchair@gmail.com	Evening		
École Qayqayt Elementary	Serena Trachta & Kylie Valée	http://qqpac.ca/contact-us/	Evening		
FW Howay Elementary	Theresa Foley & Renee Caines	http://www.howaypac.ca/contact.html	Evening		
Fraser River Middle	Claudia Gastaldo & Krista Burrows	fraserriverpac.ca/contact-us/	Evening		
École Glenbrook Middle	Beth Ott	egmspac@gmail.com	Evening		
École Herbert Spencer Elementary	Amber Orchard	https://herbertspencerpac.com/contact-us/	Evening		
Lord Kelvin Elementary		lordkelvinpac@gmail.com	Evening		
École Lord Tweedsmuir Elementary	Jason Leber	pactweeds@gmail.com	Evening		
New Westminster Secondary	Lesley Parker	lparker@telus.net	Evening		
Queen Elizabeth Elementary	Bernadette Gourlay	queenelizabethpac@gmail.com	Evening		
Queensborough Middle	Michelle Pastro	qmospac2013@gmail.com	Evening		
Richard McBride Elementary	Jen Arbo	pacmcbride@gmail.com	Evening		
Hume Park Home Learner Program	Bryant Ibbetson	nwhlpac@gmail.com	Evening		
Island Discovery Home Learner Program	Michelle Carchrae	mcarchrae@islanddiscovery.ca	Evening		
District Parent Advisory Council	Karon Trenaman	newwestdpacchair@gmail.com	Evening		

**SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
RECORD OF OCTOBER 30, 2018 IN-CAMERA MEETING**

ADOPTION OF AGENDA - 6:32 pm.

INSERTIONS OR DELETIONS - Property

MINUTES FOR APPROVAL – September 25, 2018 & October 2, 2018

CORRESPONDENCE - Received

REPORTS FROM SENIOR MANAGEMENT – Property, Personnel

OTHER BUSINESS – Personnel, Legal

Meeting recessed at 7:33 pm

Meeting resumed at 9:16 pm

OTHER BUSINESS CON'T – Property

ITEMS TO BE REPORTED OUT AT OPEN MEETING - Nil

NOTICE OF MEETINGS

ADJOURNMENT – 9:55 pm.

**SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
RECORD OF NOVEMBER 13, 2018
SPECIAL IN-CAMERA MEETING**

ADOPTION OF AGENDA

10:35 pm

OTHER BUSINESS - Property

ADJOURNMENT – 10:40 pm



EXPANSION PROGRAM (EXP) Projects - 2019/20 Call for Projects (Five-Year Capital Plan Submission)

Primary Contact	Name	Phone	Email
	Dino Stiglich	604-517-6314	dstiglich@sd40.bc.ca

Long Range Facility Plan	Is it Completed?	Date Completed (mm-yyyy)	Date Updated (mm-yyyy)
	Yes	Sep-16	Jun-18

[illegible]