



**BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
REGULAR OPEN MEETING
OF THE BOARD**

**Tuesday, February 26, 2019
7:30pm – School Board Office
811 Ontario Street, New Westminister
(corner of 8th Street and Royal Avenue)**

AGENDA

**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.**

- | | Time |
|--|----------------------------|
| 1. <u>ADOPTION OF THE AGENDA</u> | 7:30pm |
| 2. <u>APPROVAL OF THE MINUTES</u> | |
| a. January 29, 2019 Regular Meeting | <i>Encl. Pg. 1</i> 7:32pm |
| b. Business Arising from the Minutes | 7:34pm |
| 3. <u>PRESENTATIONS</u> | |
| a. NWSS Music Auxiliary Parent Group – Music Program at
New Westminister Secondary School (NWSS) | <i>Encl. Pg. 11</i> 7:35pm |
| b. United Way of the Lower Mainland – Period Promise | <i>Encl. Pg. 12</i> 7:45pm |
| 4. <u>COMMENT & QUESTION PERIOD FROM VISITORS</u> | 7:55pm |
| 5. <u>CORRESPONDENCE</u> | 8:05pm |
| a. Mayor Coté, City of New Westminister - Student Street Traffic and
Crossing Safety at Queen Elizabeth Elementary &
Queensborough Middle Schools – February 1, 2019 | <i>Encl. Pg. 19</i> |
| b. Brad Cavanagh, Feedback re Development of Child Care Spaces -
February 12, 2019 | <i>Encl. Pg. 21</i> |
| c. Invitation – New Westminister Schools Innovate – March 4, 2019 | <i>Encl. Pg. 23</i> |
| d. Invitation – LitFest New West 2019 – April 26, 2019 | <i>Encl. Pg. 24</i> |
| e. Invitation – Parents Night Out – Vaping Information Session –
March 5, 2019 | <i>Encl. Pg. 25</i> |
| 6. <u>BOARD COMMITTEE REPORTS</u> | |
| a. Education Policy & Planning Committee, February 5, 2019 | |
| i. Comments from the Committee Chair, Trustee Dhaliwal | |
| ii. Approval of the February 5, 2019 Education Policy and Planning
Committee Minutes | <i>Encl. Pg. 26</i> 8:10pm |

**Recommendation: THAT the Board of Education of School District No. 40
(New Westminister) approve the minutes from the February 5, 2019
Education Policy & Planning Committee meeting.**

Time

6a. Education Policy & Planning Committee, February 5, 2019

- iii. District Gifted Education Program (Trustee Ansari) *Encl. Pg. 29* 8:12pm

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) direct staff to include markers of gifted / highly-able or twice-exceptional learners as part of the on-going Special Education Review.

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) direct staff to identify learning enrichment options for gifted / highly-able or twice-exceptional learners.

b. Operations Policy & Planning Committee, February 12, 2019

- i. Comments from the Committee Chair, Trustee Connelly
- ii. Approval of the February 12, 2019 Operations Policy and Planning Committee Minutes *Encl. Pg. 31* 8:14pm

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the February 12, 2019 Operations Policy & Planning Committee meeting.

- iii. 2018-2019 Amended Budget (K. Morris) *Encl. Pg. 35* 8:16pm

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) adopt three readings of the Amended Budget Bylaw for fiscal year 2018/2019.

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve first and second reading of the Amended Budget Bylaw for fiscal year 2018/2019.

Recommendation: THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approve third reading, reconsideration and final adoption of the Amended Budget Bylaw for fiscal year 2018/2019.

- iv. Development of Child Care Spaces (K. Morris) *Encl. Pg. 61* 8:18pm

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) direct staff to pursue the addition of child care spaces by applying for Ministry of Children and Families new spaces funding as presented on February 12, 2019, and by pursuing partnership with the City of New Westminster for McBride Elementary School, as presented, AND FURTHER
The addition of child care spaces as presented, be at no cost to the Board; AND FURTHER
Staff be directed to develop a plan for Board approval, to expand school-age child care within existing schools' space.

Time

- v. Trustee Remuneration (K. Morris) *Encl. Pg. 63* 8:20pm

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster), in recognition of the January 1, 2019 taxation change to the treatment of Trustee stipends, Trustee stipends be increased by eleven (11) percent;
AND FURTHER, that the increase be a one-time adjustment;
AND FURTHER, that the increase be effective January 1, 2019.

- vi. Live Streaming Public Board Meetings (K. Morris) *Encl. Pg. 66* 8:22pm

Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) direct staff to implement the live streaming solution as presented;
AND FURTHER, that a review of the project be undertaken 4 months after implementation.

- vii. Advocacy to BCSTA – Free-Vending & Ongoing Supply of Hygiene Products in BC Girls' & Universal Bathrooms (D. Connelly) *Encl. Pg. 70* 8:24pm

THAT the Board of Education of School District No. 40 (New Westminster) recommend that the District offer free menstrual products district wide and that Staff be directed to implement as presented, by September 2019, and communicate with school Principals to ensure a successful implementation.

THAT the Board of Education of School District No. 40 (New Westminster) submit a substantive motion to the 2019 British Columbia School Trustees Association AGM, asking BCSTA to request that the Ministry of Education and the Ministry of Finance provide funding to all districts to purchase, install and supply free tampon and pad dispensers in girls' and universal bathrooms in every school in the Province.

7. REPORTS FROM SENIOR MANAGEMENT

- a. Superintendent Report (K. Hachlaf) 8:26pm
- City of New Westminster Advisory Committees Update *Encl. Pg. 75*
 - The Early Action Initiatives Grant-Leading Mentally Healthy Schools in BC *Encl. Pg. 80*
- b. School Drug & Alcohol Counselor Update (K. Hachlaf) 8:46pm

8. TRUSTEE REPORTS 8:55pm

- 9. QUESTION PERIOD** (15 minutes) 9:10pm
Questions to the Chair on matters that arose during the meeting.

- 10. NOTICE OF MEETINGS** 9:25pm
- March 5, 2019: Combined Education and Operations Policy & Planning Committee, 7:30pm – Herbert Spencer Elementary School
- March 12, 2019: School Board Meeting, 7:30pm – School Board Office

11. REPORTING OUT FROM IN-CAMERA MEETING 9:27pm

12. ADJOURNMENT 9:30pm

**MINUTES OF THE REGULAR OPEN MEETING
OF THE NEW WESTMINSTER BOARD OF EDUCATION**

Tuesday, January 29, 2019, 7:30 PM

School Board Office

811 Ontario Street, New Westminster

PRESENT	Anita Ansari, Vice Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Trustee	Kim Morris, Secretary-Treasurer
	Danielle Connelly, Trustee	Maryam Naser, Associate Superintendent
	Gurveen Dhaliwal, Trustee	Robert Weston, Director of Human Resources
	Mark Gifford, Chair	Caroline Manders, Recording Secretary
	Mary Lalji, Trustee	
	Maya Russell, Trustee	

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

The meeting was called to order at 7:36pm.

Add Item #7a1. School Drug & Alcohol Counselor Update

2019-001

Moved and Seconded

THAT the board of Education of School District No. 40 (New Westminster) adopt the agenda as amended for the January 29, 2019 Regular School Board meeting.

CARRIED UNANIMOUSLY

2. APPROVAL OF THE MINUTES

a. Approval of the Minutes from the December 11, 2018 Regular Meeting - 7:31pm

Correction: The motion pertaining to Item 5a.iv. 2019-20 Budget Process, Trustee Lalji indicated that she had not voted in favour and would like that to be reflected as such.

2019-002

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as corrected for the December 11, 2018 Regular School Board meeting.

CARRIED UNANIMOUSLY

b. Business Arising from the Minutes

Nil.

3. PRESENTATION

- a. Delegation Presentation - Chantal Gauvin

Chantal Gauvin shared her personal story and the impact the School Drug & Alcohol Counselor on her life as both a student and as a parent.

4. COMMENT & QUESTION PERIOD FROM VISITORS

A parent asked for more information on the status of the Drug & Alcohol Counselor. Superintendent Hachlaf will update in the Superintendent Report later in the agenda.

It was noted by the audience that there is not presently any student representation on the Special Education Review panel and this may need to be considered.

A prospective Liberal nominee for the New Westminster-Burnaby riding introduced herself to the Board.

5. CORRESPONDENCE

Correspondence was received.

6. BOARD COMMITTEE REPORTS

- a. Education Policy & Planning Committee, January 8, 2019

1. Comments from the Committee Chair, Trustee Dhaliwal

Trustee Dhaliwal provided a brief overview of the meeting held on January 8, 2019.

2. Approval of the January 8, 2019 Education Policy and Planning Committee Minutes

2019-003

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the January 8, 2019 Education Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

3. Menstrual Initiative

2019-004

Moved and Seconded

To enhance the ability of students to manage menstruation without undue delay, embarrassment, financial burden, or shame, be it therefore resolved THAT the Board of Education of School District No. 40 (New Westminster), direct staff to report back at the February 12, 2019 Operations Policy & Planning Committee meeting with information regarding the installation of coin-free tampon and pad dispensers in all girls and universal restrooms in elementary, middle and secondary schools.

CARRIED UNANIMOUSLY

2019-005

Moved and Seconded

To amend the motion to read:

To enhance the ability of students to manage menstruation without undue delay, embarrassment, financial burden, or shame, be it therefore resolved THAT the Board of Education of School District No. 40 (New Westminster), direct staff to include student input and report back at the February 12, 2019 Operations Policy & Planning Committee meeting with information regarding the installation of coin-free tampon and pad dispensers in all girls and universal restrooms in elementary, middle and secondary schools.

MOTION DEFEATED

2019-006

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) send a letter to the Ministries of Education, Health, Social Development and Poverty Reduction, and Gender Equity Division and to the British Columbia School Trustees Association, advocating for the menstrual initiative.

CARRIED UNANIMOUSLY

4. Aboriginal Enhancement Agreement

2019-007

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) endorse the Aboriginal Enhancement Agreement.

CARRIED UNANIMOUSLY

5. Implementation of the Truth and Reconciliation Commission's Calls to Action

2019-008

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) receive the Truth and Reconciliation Commission's Report, "Honouring the Truth, Reconciling for the Future" and that, along with the New Westminster Aboriginal Enhancement Agreement, commit the District to evaluating and reporting on our progress toward implementing its Calls to Action annually.

CARRIED UNANIMOUSLY

6. Special Education Review

2019-009

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) direct the Superintendent to begin a comprehensive review of special education services and programs;

AND THAT this Special Education Review include but not be limited to:

- examination of the District's Tiered Service Delivery model, Learning Services Handbook, Policies and Administrative Procedures,
- gathering and analysis of available data from a wide range of District sources,
- research on promising practices and the evidence base from other jurisdictions,
- a District-wide consultation plan to learn from parents and caregivers, students, teachers, staff and interested community organizations,
- review in-service opportunities to support staff development
- formation of a review advisory group to include representation from:
 - Parents/caregivers of students with special needs
 - CUPE Local 409 members
 - NWTU
 - NWPVPA
 - Board of Education
- plan for ongoing consultation and engagement, and
- alignment with the District's mission to enable each student to learn in a safe, engaging and inclusive environment;

AND THAT a Special Education Review Implementation Plan be presented to the Board of Education by May 2019, with monthly updates to the Education Policy & Planning Committee.

2019-010

Moved and Seconded

That the motion be amended to include students in the seventh bullet.

CARRIED UNANIMOUSLY

Moved NOT SECONDED

That the motion be amended to mandate recommendations be implemented and a monthly update be provided, including allocation of funds for the review, and where needed.

Main motion as amended:

2019-011

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) direct the Superintendent to begin a comprehensive review of special education services and programs;

AND THAT this Special Education Review include but not be limited to:

- examination of the District's Tiered Service Delivery model, Learning Services Handbook, Policies and Administrative Procedures,
- gathering and analysis of available data from a wide range of District sources,
- research on promising practices and the evidence base from other jurisdictions,
- a District-wide consultation plan to learn from parents and caregivers, students, teachers, staff and interested community organizations,
- review in-service opportunities to support staff development
- formation of a review advisory group to include representation from:

- Students
- Parents/caregivers of students with special needs
- CUPE Local 409 members
- NWTU
- NWPVPA
- Board of Education
- plan for ongoing consultation and engagement, and
- alignment with the District's mission to enable each student to learn in a safe, engaging and inclusive environment;

AND THAT a Special Education Review Implementation Plan be presented to the Board of Education by May 2019, with monthly updates to the Education Policy & Planning Committee.

CARRIED UNANIMOUSLY

b. Operations Policy & Planning Committee, January 15, 2019

1. Comments from the Committee Chair, Trustee Connelly

Trustee Connelly provided a brief overview of the meeting held on January 15, 2019.

2. Approval of the January 15, 2019 Operations Policy and Planning Committee Minutes

2019-012

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the January 15, 2019 Operations Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

3. Statement of Financial Information Report

Secretary-Treasurer Morris provided some clarification to questions raised at the January 15, 2019 Open Operations Policy & Planning Committee meeting.

2019-013

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) acknowledge receipt of the 2017-2018 Statement of Financial Information Report for information.

CARRIED UNANIMOUSLY

4. Trustee Remuneration

2019-014

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to find out how other Districts address the tax impact and report back at the February 12, 2019 Operations Policy & Planning meeting.

**CARRIED
1 Opposed**

5. Queensborough Traffic Safety

Superintendent Hachlaf reported that the Queensborough-based schools' principals are working with the PAC to research traffic patterns, etc. alongside parents to try to solve the issue.

2019-015

Moved and Seconded

THAT the Board of Education of School District No.40 (New Westminster) direct staff to pursue a rental agreement with Roma Hall as a short-term pick-up and drop-off solution for Queen Elizabeth Elementary School.

**CARRIED
1 Opposed**

6. Expanding Child Care Proposal

Secretary-Treasurer Morris asked that the motion be postponed to provide an opportunity to add additional information around the number of spaces.

2019-016

Moved and Seconded

THAT the Board of Education of School District No.40 (New Westminster) direct staff to pursue the addition of child care spaces by applying to the Ministry of Children and Families new spaces funding and by pursuing partnership with the City of New Westminster for McBride Elementary School, as follows:

McBride: 37 spaces

Queensborough Middle School: 37 spaces

Connaught: 25 spaces

Howay: 37 spaces

Total: 136 spaces

AND FUTHER

THAT the configuration of spaces (Infant, Toddler, 3-5 and School-Age) be reported at the February 12, 2019 Operations Policy & Planning Committee meeting.

AND FURTHER

The addition of child care spaces as presented, be at no cost to the Board.

CARRIED UNANIMOUSLY

7. Audit Committee

2019-017

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the revised language relative to the Audit Committee in Board Policy 8: Board Committees.

CARRIED UNANIMOUSLY

2019-018

Moved and Seconded

THAT the Board of Education of School District No.40 (New Westminster) direct staff to send an expression of interest for Audit Committee representation as presented.

CARRIED UNANIMOUSLY

7. REPORTS SENIOR MANAGEMENT

a. Superintendent Report

- Superintendent Hachlaf presented a video of his visit to Queen Elizabeth Elementary School.
- School Drug & Alcohol Counselor Update

Superintendent Hachlaf provided an update regarding the status of the School Drug & Alcohol Counselor including public details of the Fraser Health Authority letter sent to the Board of Education. The Superintendent will provide Fraser Health Authority's responses to the Board's questions when received.

2019-019

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) write a letter to Fraser Health Authority expressing concern relative to the lack of consultation regarding recent changes to the school drug and alcohol counselling staff.

AND FURTHER

future decisions impacting students be done in consultation with the New Westminster School District and parents.

2019-020

Moved and Seconded

THAT the motion be amended to include students, as well as the District and parents, in future decisions impacting students.

CARRIED UNANIMOUSLY

Main Motion as Amended

2019-021

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) write a letter to Fraser Health Authority expressing concern relative to the lack of consultation regarding recent changes to the school drug and alcohol counselling staff.

AND FURTHER

future decisions impacting students be done in consultation with the New Westminster School District, students and parents.

CARRIED UNANIMOUSLY

1. Graduation Requirements

Superintendent Hachlaf provided information on new graduation requirements highlighting:

- K-9 curricular and core competencies will not extend to K-12
- Dogwood requirements remain at 180 total credits in Grades 10-12
- Electives: 8 credits for career education/health education now incorporated into physical education with focus on mental health
- Assessments will include 2-Grade 10 mandatory exams in literacy and numeracy with the English 12 provincial exam replaced in 2020 as a literacy exam in grade 12
- No planned changes for 10-12 assessment with grades and percentages continuing

2. Funding Model Review

Superintendent Hachlaf highlighted the following:

In December, 2018, the Ministry of Education announced release of the review and desire to engage in more stakeholder feedback before implementation for 2020/2021 school year.

Issues raised: funding levels, assessments required for funding for inclusion students, cost pressures urban & rural, Aboriginal Education, re-designed curriculum, managing funding certainty

Update to funding review: 4 working groups being established: inclusive, on-line, adult and financial management 22 recommendations highlight equity, accountability and financial management

b. Distributed Learning & Continuing Education Report

Stephen Inniss, District Vice-Principal provided an overview of the Adult Education and Online Learning.

c. District Calendar 2019-2020

The draft District Calendar was reviewed.

2019-022

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) acknowledge for receipt, the draft 2019/2020 District calendar as presented;

AND FURTHER THAT the draft calendar be posted to the district website and distributed for a consultation period of 28 days;

AND FURTHER THAT the calendar be brought back to the Board at the March 12, 2019 Regular Open Board meeting with a final recommendation inclusive of any changes resulting from the consultation period.

CARRIED UNANIMOUSLY

- d. December 31, 2018 Financial Update

Secretary-Treasurer Morris highlighted the revenues and expenses as at December 31, 2018.

- e. RBC Bank Accounts

2019-023

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the opening of two new Treasury Accounts;

AND FURTHER, the signing authorities be Mark Gifford, Chair, Anita Ansari, Vice-Chair, Karim Hachlaf, Superintendent, and Kim Morris, Secretary-Treasurer.

CARRIED UNANIMOUSLY

- f. December 2018 Non-Replacement Data (Staffing) and Educational Assistants Absence Coverage

Executive Director, Human Resources provided highlights the report.

8. TRUSTEE REPORTS

- a. Provincial Policy Matters - Direction to Board Representative to BCSTA Provincial Council Meeting. General reminder of the upcoming meeting in February.

The Trustees reported on various events attended in January.

9. QUESTION PERIOD

The public was given the opportunity to ask questions on matters that arose during the meeting.

Eric Young, President, New Westminster Teachers' Union addressed the Board:

pleased that there will be a review of Special Education; and

requested that the Non-Replacement Data report be reviewed to ensure that there is adequate coverage.

10. NOTICE OF MEETINGS

February 5, 2019: Education Policy & Planning Committee, 7:30pm – Queen Elizabeth Elementary School

February 12, 2019: Operations Policy & Planning Committee, 7:30pm – School Board Office

February 19, 2019: Trustee Strategic Plan Orientation, 5:00pm – School Board Office

February 26, 2019: School Board Meeting, 7:30pm – School Board Office

11. REPORTING OUT FROM IN-CAMERA BOARD MEETING

- a. Record of In-Camera December 11, 2018 Board Meeting

12. ADJOURNMENT

The meeting adjourned at 10:10pm.

Chair

Secretary-Treasurer

DRAFT



Supplement to: **REGULAR SCHOOL BOARD MEETING**

Date: February 26, 2019

Submitted by: Wendy Cooper, Co-Treasurer (NWSS Music Auxiliary)

Item: **Requiring Action** Yes ☒ No ☐ **For Information** ☐

Subject: Music Program at New Westminister Secondary School (NWSS)

Background:

There are a number of issues around funding and scheduling (see Recommendation below), which undermine the excellence, the accessibility, the equity, and the sustainability of the Music Program at New Westminister Secondary School (NWSS).

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminister)

- 1. Put the middle school all-year band program back into all middle schools.***
- 2. Include music in the IB programming after grade 10.***
- 3. Increase funding to the music programs to cover venue rental, instrument repairs, supplies and bus trips.***
- 4. Work with venues and the city to bring down the cost of venue rental for school groups.***

Supplement to: **REGULAR SCHOOL BOARD MEETING**

Date: February 26, 2019

Submitted by: Neal Adolph, Director, CLC Labour Participation Department,
United Way of the Lower Mainland

Item: **Requiring Action** **Yes** ☒ **No** ☐ **For Information** ☐

Subject: Period Promise - Provision of Menstrual Products to Students of School
District No. 40 (New Westminster)

Background:

United Way of the Lower Mainland, through its Period Promise campaign, is promoting policy changes that would ensure that a variety of menstrual products are available, free, and accessible, to employees, union members, students, and all members of the general public. We request an opportunity to present some of our research on the issue of period poverty in schools, outline how the issue affects young people in a particular way, and promote solutions that are as inclusive as possible.

Included in this would be a recommendation for the Board of Education of New Westminster Schools to consider as part of their reviewing of the report. Through our Period Promise campaign, we would be happy to offer suggestions to support the implementation of the recommendation

If permitted, there would be a series of speakers and allies who have joined us in the effort to eradicate period poverty in our communities, including our schools. The following individuals will present to the Board:

- Neal Adolph, United Way of the Lower Mainland
- Dorla Tune, United Way of the Lower Mainland
- Janet Andrews, New Westminster District Labour Council
- Selina Tribe, Douglas College
- Marcel Marsolais, CUPE Local 409

Recommendation:

THAT the Board of Education of School District No. 40 (New Westminster) pledge to provide a variety of menstrual products in all washrooms so that any student or staff member who needs them can access them.



period. promise

A United Way campaign.
Taking action, providing product.





Here's what we know.

Community agencies say lack of access to menstrual products is a problem. United Way partners tell us they can be asked daily for free period products, but they often don't have them on hand, or the funding to supply enough for everyone.



**period.
promise**
A United Way campaign.
Taking action, providing product.



Here's what we know.

- Nearly **1 in 7 Canadian girls** have missed school due to a lack of period protection
- Almost **one quarter of Canadian women** say they have struggled to afford menstrual products for themselves or their children



**period.
promise**
A United Way campaign.
Taking action, providing product.



Here's what we're doing

Collection drives to get product to agencies that serve vulnerable populations around the Lower Mainland and Fraser Valley

Working with unions, businesses, and government bodies of all sorts to change policy with our Policy Agreement.



**period.
promise**
A United Way campaign.
Taking action, providing product.



Here's why New West excites us

You're going to help vulnerable people.

Students will have one less reason to miss school.

You're going to be the first.



**period.
promise**
A United Way campaign.
Taking action, providing product.



period. promise

A United Way campaign.
Taking action, providing product.





Jonathan X. Côté
Mayor

February 1, 2019

File No.: 05.1030.20

Mark Gifford, Chair
New Westminster Board of Education
School Board Office, District No 40
811 Ontario Street
New Westminster, B.C. V3M 0J7

Dear Mark:

Re: Student Street Traffic and Crossing Safety at Queen Elizabeth Elementary & Queensborough Middle Schools

Thank you for your letter identifying the School Board's concerns with school traffic safety across the School District, and more specifically at Queen Elizabeth Elementary School. As you know, the City of New Westminster has been working actively with School District staff and individual schools to implement infrastructure and to develop programs in support of safe school travel. School traffic safety is an ongoing partnership and shared responsibility that requires the active involvement of the schools, parents, students, police, and the City. It is a combination of infrastructure, programming, behaviour change and, at times, enforcement. Through a multi-year program, with support from City staff and involvement from SD40 staff and Parent Advisory Councils, school travel plans were developed and adopted by every elementary and middle school in the District, except for the schools in Queensborough. The Queensborough schools' travel plans remain to be finalized, and it is our staff's intention to advance that work in 2019.

In the weeks leading up to the winter holiday, City Engineering staff met on-site with the principal of Queen Elizabeth Elementary School to observe the traffic conditions and discuss issues. Subsequent to that, changes to signage were made, shifting the on-street pick-up and drop-off zone from the south side to the north side of Salter Street. This should improve student safety by encouraging parents to pick up and drop off their children on the same side of Salter Street as the school, reducing the need for students to cross the street. There is a sidewalk on the north side of Salter Street, which will make it easier for the students to walk to and from the school. City staff were in contact with the school principal and it was our understanding that he

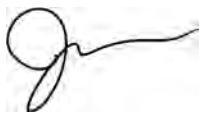
would be distributing a notice to parents about this change so they were aware of the pending change. Traffic officers from the New Westminster Police Department and By-law Enforcement were also on site for the first few days of this change to help ease the transition and direct traffic safely as needed. Our staff have been on-site since the change and report positive initial results.

In the longer term, our staff will be considering additional infrastructure measures as part of the City's ongoing school traffic safety program in 2019. One of our goals is to improve consistency in signage and infrastructure among all of our schools, and we have received a thorough description of various concerns from the Queensborough Residents' Association about Queen Elizabeth Elementary in particular. Development of consistent infrastructure plans will be done in collaboration with the New Westminster Police, By-law Enforcement, and the City's Neighbourhood Traffic Advisory Committee, which includes representation from SD40. We will also work with school staff, the Parent Advisory Committee, and others to finalize the school travel plans for Queen Elizabeth Elementary and Queensborough Middle that have been in development for some time.

Additionally, we are working directly with School District staff to assess potential changes to the parking lot on the school site itself to enable additional pick-up and drop-off off the street. The City is supporting this initiative with technical input in terms of safety for pedestrians and motor vehicle access from Salter Street to the proposed parking area, but is otherwise not involved in this proposal, as all works would occur on school property. There may, however, be tree impacts from these proposals that would need to be addressed with City staff.

Thank you again for your letter highlighting our shared interest in school traffic safety throughout New Westminster. We look forward to continuing to discuss and collaborate on these important issues in the coming months with the School District, Residents' Associations, Parent Advisory Committees, and citizens.

Sincerely,



Jonathan X. Côté
Mayor

c: Board of Education, New Westminster Schools
Karim Hachlaf, Superintendent/CEO, New Westminster Schools
Kim Morris, Secretary-Treasurer, New Westminster Schools
Lisa Spitale, Chief Administrative Office, City of New Westminster
Jim Lowrie, Director of Engineering Services, City of New Westminster
Lisa Leblanc, Manager, Transportation, City of New Westminster

Doc #1355839

From: [Caroline Manders](#)
To: [Brad Cavanagh](#)
Subject: Re: Feedback re: Development of Child Care Spaces
Date: Tuesday, February 12, 2019 2:53:21 PM

Dear Sir,

Thank you for your email message. The Board of Education, New Westminster Schools welcomes correspondence from the community and values feedback it receives on educational priorities in our district.

Correspondence received from the public is formally acknowledged and received at our public Board meetings. The next scheduled meeting of the Board of Education is Tuesday, February 26, 2019 at 7:30pm.

Kind regards,
Caroline

Caroline Manders Executive Assistant, Board of Education

Phone: 604-517-1823
Email: cmanders@sd40.bc.ca
Website: <http://newwestschools.ca/>

From: Brad Cavanagh
Sent: February 11, 2019 8:50 PM
To: Board of Education
Subject: Feedback re: Development of Child Care Spaces

Dear SD40 Board of Education,

My name is Brad Cavanagh, I am a New Westminster resident and parent of a child at Qayqayt Elementary. I am writing to you regarding the proposed request for provincial funding for addition of child care spaces at four New Westminster schools. The proposed plan would request funding for 136 spaces for infants, toddlers, and children from ages of 3 to 5.

In my opinion, this plan is inadequate and contrary to what the school district should be requesting.

There is a need for child care spaces for children of all ages in New Westminster; this is not in question. However, infant, toddler, and preschool age child care spaces are relatively easier to open by third parties than school age spaces are. Logistics alone make school age child care spaces difficult, as getting children to and from school is challenging. Finding employees who can work split shifts across eleven hours of the day can be difficult. Leasing a space that remains empty for nearly seven hours a day is expensive, or requires complicated sharing arrangements. This all leads to a lack of child care spaces for school aged children. Having

funding provided by the provincial government for child care spaces at schools these spaces will help with some of these logistical difficulties.

Further, the role of the school district is to provide education and services for school age children. The school district already provides services for this age group, and providing before and after school spaces for this age group slots in well with those services and aligns with the school district's purpose.

The report states that the District recognizes the importance of child care on site at its schools to support families, enrolment and welcoming future students to school communities. Shouldn't the District's current students be a priority?

Anecdotally, I recently asked my daughter's before and after school care provider (Westminster Children's After School Society at Qayqayt Elementary) if they had any open spaces, as a friend's before and after school care provider will be closing in May. They told me that not only do they not have any openings, they have a waitlist of nearly 180 children. Their other centres have huge waitlists as well; this is not a number that's out of the ordinary for this school age child care provider.

I urge you to consider modifying the request for child care funding to drastically increase the number of school age child care spaces, as it aligns with the school district's purpose and better serves children that currently attend New Westminster's schools.

Sincerely,
Brad Cavanagh.



Please join us for...

New West Schools Innovate



March 4, 2019

Fraser River Middle
School Gymnasium
4:00 pm–6:00 pm

To celebrate the City of New Westminster's Innovation Week, New West Schools is pleased to invite you to our Innovation Showcase.

Join us at Fraser River Middle School on Monday, March 4 from 4:00 pm to 6:00 pm to see the amazing science, technology and innovation initiatives that the students of New West Schools are engaged in!

Robotics, Applied Design Skills and Technology, Young Entrepreneurs and coding activities are just some of the learning opportunities happening around the school district that we will showcase at this event.

See you there!

New West Schools—Where students love to learn!

NEWWESTSCHOOLS.CA

School Board Office, School District No 40
811 Ontario Street, New Westminster, BC
T 604 517 6240 | E info@sd40.bc.ca

 @NewWestSchools
 @NewWestSchools





ARTS COUNCIL OF NEW WESTMINSTER

PO Box 16003, New Westminster, BC V3M 6V6

info@acnw.ca | acnw.ca | 604-525-3244

February 14, 2019

Board of Education
New Westminster School District 40
811 Ontario Street
New Westminster, BC
V3M 0J7

Dear Chair Gifford and Board,

LitFest New West, New Westminster's annual literary arts festival is proud to be partnering with the Federation of BC Writers to present the 2019 edition of **LitFest New West** on April 26 & 27, 2019. This year's festival boasts an impressive lineup of authors and poets from Metro Vancouver celebrating the unique character and diversity of our literary arts community.

We would like to invite you to attend the opening event on **April 26, 2019** from **6:30pm – 9:00pm** at the **100 Braid Street Studios**. The event will feature a panel of poets including Jonina Kirton, Rob Taylor, and Isabella Wang. The evening will feature these three poets reading from their latest works, followed by a panel discussion.

We thank you for considering this invitation and look forward to your attendance.

Sincerely,

Stephen O'Shea
Executive Director

Subject: FW: Parent Information Night

Parents Night Out

Join us for a free, educational [information evening](#) on the growing trend of vaping in middle and high schools throughout the Lower Mainland.

Our keynote speaker, Dr. Ingrid Tyler, Medical Health Officer for Fraser Health, will share information and research to educate parents and caregivers on the health effects of vaping for young people.

Vaping is the act of inhaling and exhaling an aerosol produced by a vaping product, such as an electronic or e-cigarette. The device heats a liquid into a vapour, which then turns into aerosol and can contain nicotine ([Health Canada](#)).

As noted by Health Canada, vaping is intended to help smokers quit tobacco; it is not for youth and non-smokers. Nevertheless, a recent Health Canada survey showed that 23% of students in grades 7-12 have tried an electronic cigarette. See Health Canada's newly updated resource:

[“Talking with your teen about vaping: a tip sheet for parents.”](#)

Location: At the Justice Institute of BC,
715 McBride Boulevard, New Westminster BC. V3L 5T4

Date: March 5: 6:30-7:30 p.m.

Sign up [here](#).

To register for child minding during the event, please call Rick Bloudell at 778-874-5457.

Quirina Gamblen

Director of Instruction, Programs and Planning



811 Ontario Street, New Westminster V3M 0J7

T (604) 517-6111 | E qgamblen@sd40.bc.ca | W newwestschools.ca

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.

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

**Tuesday, February 5, 2019, 7:30 PM
Queen Elizabeth Elementary School
921 Salter Street, New Westminster**

PRESENT Anita Ansari, Vice Chair Dee Beattie, Trustee Danielle Connelly, Trustee Gurveen Dhaliwal, Trustee Mark Gifford, Chair Maya Russell, Trustee	Karim Hachlaf, Superintendent Kim Morris, Secretary-Treasurer Maryam Naser, Associate Superintendent Caroline Manders, Recording Secretary Guests Isabella Lam, Vice Principal, Queen Elizabeth Elementary Paul Manville, Principal, Queen Elizabeth Elementary Beth Minto, Teacher, Queen Elizabeth Elementary Bruce Cunnings, Director, Instruction, Learning Services Quirina Gamblen, Director, Programs & Planning Maureen McRae-Stanger, Director, Instruction, Learning & Innovations
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REGRETS Mary Lalji, Trustee

Chair Dhaliwal 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. Approval of Agenda

The meeting was called to order at 7:36pm.

Moved and Seconded

THAT the agenda for the February 5, 2019 Open Education Policy and Planning Committee meeting be adopted as distributed.

CARRIED UNANIMOUSLY

2. Presentations

- a. Queen Elizabeth Elementary School Learning Plan: Young Entrepreneurs - Growth Mindset

Paul Manville, Principal of Queen Elizabeth Elementary School, Vice Principal Isabella Lam and Grade 4 teacher Beth Minto provided an overview of the PowerPlay Young Entrepreneurs Program. This was the first time the program was conducted in the District. It is student-driven; teacher facilitated; aligns with the core competencies (thinking, communication, personal/social) and is inquiry-based. The students were asked to create and develop a product, which was sold at a school fair. Ten percent of the proceeds (\$122.70) was donated to a charity of their choosing, the New Westminster Animal Shelter.

Students presented their product and business plan to the Board.

The program was made possible by an Innovation Grant and will be held again in Fall 2019 (September to December).

3. Comment and Question Period

Trustee Dhaliwal explained that the Comment and Question Period item has been included in the Education Policy & Planning Committee agenda to provide the community an opportunity to address the Board other than at a full Board meeting.

A parent addressed the Trustees regarding the Queensborough traffic matter. She acknowledged and thanked the work the Trustees have done in resolving this issue and the work that continues to be done.

4. Reports from Senior Management

a. Student Learning Accountability Report

Directors McRae-Stanger and Cunnings presented 2017-18 student achievement. Results were broken into four main categories:

1. Social & Emotional Well Being
2. Student Achievement Data
3. Current Initiatives
4. Looking Ahead

And highlighted areas of success and challenge.

Staff and Board members expressed appreciation for the presentation as an important resource for the Trustees in the budget process.

The report can be found at: <https://newwestschools.ca/wp-content/uploads/2016/10/Student-Achievement-Presentation-2017-18-190205.pdf>

b. 2019-2020 Budget Process: Learning Initiatives & Directions

Included in Student Learning Accountability Report item above.

c. 2021-2024 Draft District Calendars: Proposed Holiday Periods

Associate Superintendent Naser advised the Committee that the draft holiday School Calendars for the school years 2021-2022 and 2022-2023 have been posted [online](#) for public feedback. Comments will be accepted up to, and including, February 28, 2019. The proposed 2019-20 calendar will be brought forward at the March 12, 2019 Regular Open Board meeting for consideration and approval.

d. Special Education Review Update

Superintendent Hachlaf confirmed that the Special Education Review work is underway. An outline of the roadmap of what the Review will encompass will be completed by May 2019. An update will be forthcoming at the March 5, 2019 Combined Education and Operations Policy & Planning Committees' meeting.

5. Trustee Reports

a. District Gifted Education Program

Vice Chair Ansari briefly reviewed the information in support of a District Gifted Education Program similar to those in neighbouring Districts.

Moved and Seconded

THAT the Education Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that staff be directed to include markers of gifted / highly-able or twice-exceptional learners as part of the on-going Special Education Review.

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Education Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that staff be directed to identify learning enrichment options for gifted / highly-able or twice-exceptional learners.

CARRIED UNANIMOUSLY

- b. Trustee Liaison Assignment - Canadian Parents for French

Trustee Connelly was appointed as the Trustee liaison for Canadian Parents for French.

6. General Announcements

Nil.

7. New Business

- a. School Presentation Format

Trustee Dhaliwal expressed an interest in exploring, more in-depth, certain topics of a School Growth Plan after it has been presented. This would provide an opportunity to learn more about the District and the work that is being done by students and educators. Trustee Dhaliwal will circulate a survey to the Trustees to gauge their interest of various topics.

8. Adjournment

The meeting adjourned at 10:25pm.

Supplement to: EDUCATION POLICY & PLANNING COMMITTEE

Date: February 5, 2018

Submitted by: Anita Ansari, P.Eng., M.A.Sc., Trustee & Vice Chair

Item: **Requiring Action** **Yes** ☒ **No** ☐ **For Information** ☐

Subject: Data-gathering and Options for a District Gifted Education Program

Background:

The school district of New Westminister is a cohesive, nimble, innovative place where children love to learn. A gap exists, however, in terms of supporting and nurturing the abilities of gifted, highly able and/or twice-exceptional children. Currently, parents of such students struggle with keeping their children in an environment where their abilities are not mindfully cultivated by the school system; many opt to send their children to exceptional-student-centric settings in neighboring districts such as Burnaby, Coquitlam and Surrey, all of whom have established programs supporting the intensity of experience accompanying giftedness. In cases where the students do not have advocates for their specific needs in education, they are at risk of becoming disengaged to the point where they drop out.

The intersection of aboriginal education with gifted education is another facet that should not be ignored. Adding the advocacy required for exceptional students to the barriers faced by aboriginal learners makes it difficult for those learners to receive the educational support they require.

Keeping gifted students in our district has many benefits, aside from providing support to exceptional children. The enrichment, from having these students travel through our cohorts, cannot be understated. Highly-able learners inspire others to learn deeper and more meaningfully, moving their peers towards a growth mindset. Deeper learnings and increased engagement allows all the students go forth to improve society in myriad ways.

At present, this district does not have a system for identifying gifted, highly able and/or twice exceptional children. That does not mean they are not part of our student body, just that we have not found a way of engaging them specifically. It is plausible that disengaged students can in actuality be high intensity exceptional students but have gotten categorized in the existing framework under special education.

In the wake of a comprehensive Special Education Review, and our commitment to the Aboriginal Enhancement Agreement, I would like to direct the staff to look into modifying the data being gathered in the Special Education Review to allow for assessment of markers of gifted / highly-able and/or twice-exceptional learners.

Recommendation:

THAT the Education Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminister) that staff be directed to include markers of gifted / highly-able or twice-exceptional learners as part of the on-going Special Education Review;

AND

THAT the Education Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminister) that staff be directed to identify learning enrichment options for gifted / highly-able or twice-exceptional learners.

References:

“How and Why to Search for Young Einsteins,” The Economist Print edition dated Mar 22nd 2018
<https://www.economist.com/international/2018/03/22/how-and-why-to-search-for-young-einsteins>

Learning in Depth, by Kieran Egan, University of Chicago Press, 2010

Living with Intensity Understanding the Sensitivity, Excitability, and Emotional Development of Gifted Children, Adolescents, and Adults, ed. Susan Daniels and Michael M. Piechowski, Great Potential Press, 2008.

Re-Forming Gifted Education: How Parents and Teachers Can Match the Program to the Child, by Karen B. Rogers, Great Potential Press, 2002

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

Tuesday, February 12, 2019, 7:30 PM

School Board Office

811 Ontario Street, New Westminster

PRESENT	Anita Ansari, Vice Chair	Karim Hachlaf, Superintendent (<i>arrived 7:40pm</i>)
	Dee Beattie, Trustee	Kim Morris, Secretary-Treasurer
	Danielle Connelly, Trustee	Dave Crowe, Director of Capital Projects
	Gurveen Dhaliwal, Trustee	Grant Lachmuth, Black Wolf Consulting
	Mark Gifford, Chair (<i>arrived 7:40pm</i>)	
	Maya Russell, Trustee	
REGRETS	Mary Lalji, Trustee	
	Maryam Naser, Associate Superintendent	
	Caroline Manders, Recording Secretary	

Chair Connelly 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. Approval of Agenda

The meeting was called to order at 7:34pm.

New Item #5a. Trustee Professional Development

Moved and Seconded

THAT the agenda for the February 12, 2019 Open Operations Policy and Planning Committee meeting be adopted as amended.

CARRIED UNANIMOUSLY

2. Correspondence

Nil.

3. Reports from Senior Management

a. Capital Projects Update

i. New Westminster Secondary School

Dave Crowe, Director, Capital Projects, and Grant Lachmuth, Black Wolf Consulting, updated the Committee as follows:

- Project is on time and on budget with expenditures to date at \$ 26.1 million;
- 55-60 workers onsite daily;
- Steelwork continues to be erected;
- Communicating with the public via website and posters when impacting neighbours;
- Excavation on the school site has been completed with no archaeological or environmental issues identified.
- Civil works – completing rest of service lines within the boundaries of the school; new water line connections to new school will transfer when new school opens.

- Construction of the Maintenance and IT departments site will start end of February and will run parallel to the work at the new school site.

Chair Gifford and Superintendent Hachlaf joined the meeting at 7:40pm.

- The floor in the teaching kitchen will be completed soon.
- The design is now 100% complete and the official construction drawings will be ready on February 15.
- Access roads around the school are being built.

Trustees requested that the NWSS construction progress website be updated more frequently now that the project is progressing beyond the excavation stage.

ii. Lord Tweedsmuir Elementary School

Secretary-Treasurer Morris provided an update highlighting project is on time and on budget.

b. December 31, 2018 Financial Update

Secretary-Treasurer Morris reviewed the revenues and expenses as at December 31, 2018.

c. Operations Update

i. 2018-2019 Amended Budget

Secretary-Treasurer Morris presented the 2018-2019 Amended Budget, including a summary of changes made to categories and a projected surplus of \$400,000 to \$600,000. Overall the budget has increased by \$1,704,847.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) adoption of three readings of the Amended Budget Bylaw for fiscal year 2018/2019.

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of first and second reading of the Amended Budget Bylaw for fiscal year 2018/2019.

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of the third reading, reconsideration and final adoption of the Amended Budget Bylaw for fiscal year 2018/2019.

CARRIED UNANIMOUSLY

ii. 2019-2020 Preliminary Budget

1. Public Consultation Results

Superintendent Hachlaf presented the results of the ThoughtExchange question. Results can be found at <https://newwestschools.ca/wp-content/uploads/2016/10/Powerpoint.pdf>

2. Detail Category Review

Secretary-Morris provided an overview of services and supplies line items based on the 2018-2019 amended budget, encouraging the Committee to become familiar with line items for understanding of the budget and to identify areas of growth or reduction in 2019-2020. Committee members are to ask any questions at future committee meetings. Detailed categories can be found at <https://newwestschools.ca/wp-content/uploads/2016/10/Detail-Category-Review-OPSCOW-190212.pdf>

d. Child Care Proposal

Secretary-Treasurer reviewed a handout of the Board report.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that staff be directed to pursue the addition of child care spaces by applying for Ministry of Children and Families new spaces funding as presented on February 12, 2019, and by pursuing partnership with the City of New Westminster for McBride Elementary School, as presented,

AND FURTHER

The addition of child care spaces as presented, be at no cost to the Board;

AND FURTHER

Staff be directed to develop a plan for Board approval, to expand school-age child care within existing schools' space.

CARRIED UNANIMOUSLY

e. Trustee Remuneration

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that, in recognition of the January 1, 2019 taxation change to the treatment of Trustee stipends, Trustee stipends be increased by eleven (11) percent;

AND FURTHER, that the increase be a one-time adjustment;

AND FURTHER, that the increase be effective January 1, 2019.

CARRIED UNANIMOUSLY

f. Live Streaming Public Meetings

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that, staff be directed to implement the live streaming solution as presented;

AND FURTHER, that a review of the project be undertaken 4 months after implementation.

CARRIED UNANIMOUSLY

g. Menstrual Initiative Update

- i. Advocacy to BCSTA-Free-Vending Hygiene Products in BC Girls' Bathrooms
Trustee Connelly indicated that it would be important to communicate with Principals, Vice Principals and Parents Advisory Councils prior to implementation.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend the Board of Education of School District No. 40 (New Westminster) submit a substantive motion to the 2019 British Columbia School Trustees Association AGM, asking BCSTA to request that the Ministry of Education and the Ministry of Finance provide funding to all districts to purchase, install and supply free tampon and pad dispensers in girls' and universal bathrooms in every school in the Province.

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend the Board of Education of School District No. 40 (New Westminster) that the District offer free menstrual products district wide and that Staff be directed to implement as presented, by September 2019.

Moved and Seconded

That the recommendation be amended to also direct staff to communicate with school Principals to ensure a successful implementation.

Main Recommendation as Amended

THAT the Operations Policy and Planning Committee recommend the Board of Education of School District No. 40 (New Westminster) that the District offer free menstrual products district wide and that Staff be directed to implement as presented, by September 2019, and communicate with school Principals to ensure a successful implementation.

CARRIED UNANIMOUSLY

4. **General Announcements**

Trustee Connelly relayed the success of the recent Student Symposium.

5. **New Business**

- a. Trustee Professional Development

Trustee Ansari requested clarification on access to funds for Trustee professional development. Secretary-Treasurer Morris advised policy states trustees will ask the Board for expenditure approval for professional development, and that during the 2019-2020 budget process, the Board may wish to build in a budget for individual trustee professional development.

Trustee Ansari requested approval to attend for Trustees' Ansari and Dhaliwal to attend Higher Ground conference. Trustee Russell requested approval to attend the BCEdAccess annual conference. By consensus, the Trustees granted access to funding for the requests.

6. **Adjournment**

The meeting adjourned at 9:33pm.

2018–2019 Budget Update – OPERATING

	Revenue	Expenses
1 STEP 1: PRELIMINARY BUDGET		
1A 2018–2019 Operating	66,766,045	66,766,045
1B Budgeted Surplus 2016–2017:		
16–17 Surplus Appropriation: Redesigned Curriculum (Resources)	400,000	400,000
16–17 Surplus Appropriation: Innovation Grants, Dinner Series, Curriculum Imp & Pro-D	160,000	160,000
16–17 Surplus Appropriation: Teacher Coaches	300,000	300,000
16–17 Surplus Appropriation: Teacher Mentorship Program	50,000	50,000
16–17 Surplus Appropriation: Physical Learning Environments	100,000	100,000
16–17 Surplus Appropriation: SOGI Teachers	25,000	25,000
16–17 Surplus Appropriation: Aboriginal Education Transition Teacher	50,000	50,000
16–17 Surplus Appropriation: Student Advisory Group	15,000	15,000
16–17 Surplus Appropriation: School Nourishment Program	50,000	50,000
	1,150,000	1,150,000
1C Budgeted Surplus 2017–2018	281,567	281,567
1D 2018–2019 Preliminary Budget – Operating (CARRIED April 24, 2018)	68,197,612	68,197,612
2 STEP 2: MONITOR CHANGES		
2A Changes – Amended Budget		
– Operating Grant Re-Calc	698,071	
– International Revised	600,289	
– Teacher Staffing: NWSS Enrolment Growth 4.48 FTE		448,000
– Teacher Staffing: NWSS 2nd Semester 4.0 FTE for Shortfall		200,000
– Teacher Staffing: Howay 0.1 FTE		10,000
– Teacher Staffing: Power 0.5 FTE		50,000
– Education Assistant: NWSS 2 Second Semester (Low Incidence Work Experience Coverage)		46,095
– Custodial: 40 hrs/week		58,680
– Education Assistant Staffing: 222.5 hrs/week Mid-Oct – June		294,413
– PVP and Exempt Salary & Benefits Increase		120,644
– Trustee Remuneration (January per Policy & January 11% one-time)		11,282
– ADST Teacher Vehicle (Shared with Operations)		20,000
– Hume Park Home Learner Program School Allocation to \$300/Student from \$133/Student		20,350
– ADST Cart Support to Schools (\$5500/cart)		33,000
– eScribe Electronic Board & Committee Agenda, Minutes, Participant Access, Internet Publishing		14,118
– ThoughtExchange		23,000
– School Supply Budget Re-Calc		28,962
– Mental Health Early Action Initiatives Grant	33,000	33,000
– NWSS Adopt A School Grant	8,050	8,050
– Legal		75,000
3 STEP 3: PROJECT TO JUNE AND ADJUST AS NECESSARY		
– Interest	300,000	
– Miscellaneous Revenue (Adult Graduates and Support Staff Funding)	95,437	
– Summer School	-30,000	
– Wages & Benefits		-62,000
– Function 1 Services & Supplies (Curriculum Implementation, Inclusion Professional Services)		-113,107
– Function 4 Services & Supplies (OH&S, Supplies)		96,361
– Function 5 Services & Supplies (Natural Gas, Vehicles)		273,000
– Function 7 Services & Supplies (Transportation Assistance)		16,000
Total Changes:	1,704,847	1,704,847
Amended Budget to February 12, 2019	69,902,459	69,902,459

Reserves

- Reserve - Internally Restricted (0.72% of revenue)	500,000
- 17-18 Surplus Approved Spending	500,000
- Accumulated Surplus Unrestricted	<u>2,611,199</u>
Total Reserves (5.17% of revenue)	<u><u>3,611,199</u></u>

Amended Annual Budget

School District No. 40 (New Westminster)

June 30, 2019

School District No. 40 (New Westminster)

June 30, 2019

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*NOTE - Statement 1, Statement 3, Statement 5 and Schedules 4A - 4D are used for Financial Statement reporting only.

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2018/2019 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the Act respecting the Amended Annual Budget adopted by this bylaw.
2. This bylaw may be cited as School District No. 40 (New Westminster) Amended Annual Budget Bylaw for fiscal year 2018/2019.
3. The attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$81,953,072 for the 2018/2019 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2018/2019.

READ A FIRST TIME THE 26th DAY OF FEBRUARY, 2019;

READ A SECOND TIME THE 26th DAY OF FEBRUARY, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 26th DAY OF FEBRUARY, 2019;

(Corporate Seal)

Chairperson of the Board

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 40 (New Westminster)
Amended Annual Budget Bylaw 2018/2019, adopted by the Board the _____ DAY OF _____, 2019.

Secretary Treasurer

School District No. 40 (New Westminster)

Statement 2

Amended Annual Budget - Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	6,578.188	6,549.125
Adult	530.125	623.000
Total Ministry Operating Grant Funded FTE's	7,108.313	7,172.125
Revenues	\$	\$
Provincial Grants		
Ministry of Education	70,506,561	68,621,552
Other	112,000	163,310
Tuition	4,474,289	3,904,000
Other Revenue	1,732,563	1,970,650
Rentals and Leases	200,000	200,000
Investment Income	400,800	101,000
Amortization of Deferred Capital Revenue	2,300,542	2,145,087
Total Revenue	79,726,755	77,105,599
Expenses		
Instruction	67,184,236	64,995,543
District Administration	3,791,132	3,761,356
Operations and Maintenance	9,554,803	10,142,805
Transportation and Housing	307,107	310,107
Total Expense	80,837,278	79,209,811
Net Revenue (Expense)	(1,110,523)	(2,104,212)
Budgeted Allocation (Retirement) of Surplus (Deficit)	1,431,380	1,431,567
Budgeted Surplus (Deficit), for the year	320,857	(672,645)
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	320,857	(672,645)
Budgeted Surplus (Deficit), for the year	320,857	(672,645)

DRAFT - Not Finalized

February 12, 2019 13:49

Operations Handout Page 6Page 2

School District No. 40 (New Westminster)

Amended Annual Budget - Revenue and Expense
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	69,002,459	68,147,612
Operating - Tangible Capital Assets Purchased	900,000	50,000
Special Purpose Funds - Total Expense	8,738,540	7,814,363
Special Purpose Funds - Tangible Capital Assets Purchased	215,794	215,794
Capital Fund - Total Expense	3,096,279	3,247,836
Total Budget Bylaw Amount	81,953,072	79,475,605

Approved by the Board

Signature of the Chairperson of the Board of Education	DRAFT	Date Signed
Signature of the Superintendent		Date Signed
Signature of the Secretary Treasurer		Date Signed

School District No. 40 (New Westminster)

Statement 4

Amended Annual Budget - Changes in Net Financial Assets (Debt)

Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Surplus (Deficit) for the year	(1,110,523)	(2,104,212)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	(1,115,794)	(265,794)
From Local Capital		-
Total Acquisition of Tangible Capital Assets	(1,115,794)	(265,794)
Amortization of Tangible Capital Assets	3,096,279	3,084,526
Total Effect of change in Tangible Capital Assets	1,980,485	2,818,732
Acquisitions of Prepaid Expenses	(200,000)	-
Use of Prepaid Expenses	200,734	-
	734	-
(Increase) Decrease in Net Financial Assets (Debt)	870,696	714,520

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School District No. 40 (New Westminster)

Amended Annual Budget - Schedule of Changes in Accumulated Surplus (Deficit) by Fund
Year Ended June 30, 2019

	Operating Fund	Special Purpose Fund	Capital Fund	2019 Amended Annual Budget
	\$	\$	\$	\$
Accumulated Surplus (Deficit), beginning of year	5,609,945	-	20,409,925	26,019,870
Changes for the year				
Net Revenue (Expense) for the year	(531,380)	215,794	(794,937)	(1,110,523)
Interfund Transfers				
Tangible Capital Assets Purchased	(900,000)	(215,794)	1,115,794	-
Net Changes for the year	(1,431,380)	-	320,857	(1,110,523)
Budgeted Accumulated Surplus (Deficit), end of year	4,178,565	-	20,730,782	24,909,347

School District No. 40 (New Westminster)

Amended Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	63,028,740	62,202,045
Other	112,000	
Tuition	4,474,289	3,904,000
Other Revenue	256,050	360,000
Rentals and Leases	200,000	200,000
Investment Income	400,000	100,000
Total Revenue	68,471,079	66,766,045
Expenses		
Instruction	58,465,774	57,201,258
District Administration	3,791,132	3,761,356
Operations and Maintenance	6,456,671	6,893,116
Transportation and Housing	288,882	291,882
Total Expense	69,002,459	68,147,612
Net Revenue (Expense)	(531,380)	(1,381,567)
Budgeted Prior Year Surplus Appropriation	1,431,380	1,431,567
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(900,000)	(50,000)
Total Net Transfers	(900,000)	(50,000)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 40 (New Westminster)

Schedule 2A

Amended Annual Budget - Schedule of Operating Revenue by Source
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	62,284,003	61,585,932
Other Ministry of Education Grants		
Pay Equity	521,853	521,853
Funding for Graduated Adults	70,470	30,000
Transportation Supplement	4,251	6,073
Economic Stability Dividend		-
Return of Administrative Savings		-
Carbon Tax Grant	50,000	50,000
FSA Exam Funding	8,187	8,187
Support Staff	46,704	
Mental Health Child Action Initiative	33,000	-
Salary Differential	10,272	
Total Provincial Grants - Ministry of Education	63,028,740	62,202,045
Provincial Grants - Other	112,000	-
Federal Grants		-
Tuition		
Summer School Fees	90,000	120,000
Continuing Education	200,000	200,000
International and Out of Province Students	4,184,289	3,584,000
Total Tuition	4,474,289	3,904,000
Other Revenues		
Miscellaneous		
Cafeteria	130,000	130,000
Apprenticeship Program	50,000	50,000
Other Miscellaneous	76,050	180,000
Total Other Revenue	256,050	360,000
Rentals and Leases	200,000	200,000
Investment Income	400,000	100,000
Total Operating Revenue	68,471,079	66,766,045

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School District No. 40 (New Westminster)

Schedule 2B

Amended Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2019

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Salaries		
Teachers	30,363,207	30,089,734
Principals and Vice Principals	3,599,590	3,404,592
Educational Assistants	5,307,219	4,722,864
Support Staff	5,230,798	5,629,562
Other Professionals	2,644,725	2,589,109
Substitutes	1,632,454	1,349,817
Total Salaries	48,777,993	47,785,678
Employee Benefits	12,711,077	12,388,969
Total Salaries and Benefits	61,489,070	60,174,647
Services and Supplies		
Services	1,606,018	2,025,668
Student Transportation	136,000	157,000
Professional Development and Travel	545,250	496,400
Rentals and Leases	223,000	260,000
Dues and Fees	262,900	130,800
Insurance	110,000	131,000
Supplies	3,385,021	3,655,897
Utilities	1,245,200	1,116,200
Total Services and Supplies	7,513,389	7,972,965
Total Operating Expense	69,002,459	68,147,612

School District No. 40 (New Westminster)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Teachers Salaries	Principals and Vice Principals Salaries	Educational Assistants Salaries	Support Staff Salaries	Other Professionals Salaries	Substitutes Salaries	Total Salaries
	\$	\$	\$	\$	\$	\$	\$
1 Instruction							
1.02 Regular Instruction	25,330,718	1,122,416		114,400	4,200	908,833	27,480,567
1.03 Career Programs	87,131			127,440		2,956	217,527
1.07 Library Services	209,398			39,498		6,243	255,139
1.08 Counselling	429,836			2,282	50,072	1,711	483,901
1.10 Special Education	1,797,452		5,307,219		118,797	450,891	7,674,359
1.30 English Language Learning	1,076,853					2,667	1,079,520
1.31 Aboriginal Education	128,502			197,031		10,689	336,222
1.41 School Administration		2,469,764		1,506,623	44,000	99,526	4,119,913
1.60 Summer School	-	7,410					7,410
1.61 Continuing Education	184,229						184,229
1.62 International and Out of Province Students	1,119,088			49,650	398,626	35,179	1,602,543
Total Function 1	30,363,207	3,599,590	5,307,219	2,036,924	615,695	1,518,695	43,441,330
4 District Administration							
4.11 Educational Administration				95,828	456,360	40,000	592,188
4.40 School District Governance					236,613		236,613
4.41 Business Administration				452,010	900,945	16,628	1,369,583
Total Function 4	-	-	-	547,838	1,593,918	56,628	2,198,384
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration				95,410	320,158	534	416,102
5.50 Maintenance Operations				2,162,229	114,954	50,094	2,327,277
5.52 Maintenance of Grounds				272,349		965	273,314
5.56 Utilities							-
Total Function 5	-	-	-	2,529,988	435,112	51,593	3,016,693
7 Transportation and Housing							
7.41 Transportation and Housing Administration							-
7.70 Student Transportation				116,048		5,538	121,586
7.73 Housing							-
Total Function 7	-	-	-	116,048	-	5,538	121,586
9 Debt Services							
Total Function 9	-	-	-	-	-	-	-
Total Functions 1 - 9	30,363,207	3,599,590	5,307,219	5,230,798	2,644,725	1,632,454	48,777,993

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School District No. 40 (New Westminster)

Schedule 2C

Amended Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2019

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$	\$	\$	\$	\$
1 Instruction						
1.02 Regular Instruction	27,480,567	7,152,013	34,632,580	2,888,473	37,521,053	37,893,734
1.03 Career Programs	217,527	55,055	272,582	38,959	311,541	188,851
1.07 Library Services	255,139	63,758	318,897	25,063	343,960	157,837
1.08 Counselling	483,901	161,180	645,081	32,200	677,281	758,969
1.10 Special Education	7,674,359	1,962,207	9,636,566	214,000	9,850,566	10,071,312
1.30 English Language Learning	1,079,520	270,800	1,350,320	3,000	1,353,320	103,220
1.31 Aboriginal Education	336,222	85,396	421,618	10,280	431,898	421,739
1.41 School Administration	4,119,913	1,031,421	5,151,334	113,185	5,264,519	5,117,382
1.60 Summer School	7,410	1,500	8,910		8,910	
1.61 Continuing Education	184,229	48,500	232,729		232,729	
1.62 International and Out of Province Students	1,602,543	399,704	2,002,247	467,750	2,469,997	2,488,214
Total Function 1	43,441,330	11,231,534	54,672,864	3,792,910	58,465,774	57,201,258
4 District Administration						
4.11 Educational Administration	592,188	176,736	768,924	258,306	1,027,230	938,845
4.40 School District Governance	236,613	21,754	258,367	99,418	357,785	348,257
4.41 Business Administration	1,369,583	413,479	1,783,062	623,055	2,406,117	2,474,254
Total Function 4	2,198,384	611,969	2,810,353	980,779	3,791,132	3,761,356
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	416,102	104,168	520,270	122,000	642,270	628,287
5.50 Maintenance Operations	2,327,277	661,719	2,988,996	1,195,065	4,184,061	4,899,924
5.52 Maintenance of Grounds	273,314	70,391	343,705	41,435	385,140	248,705
5.56 Utilities	-	-	-	1,245,200	1,245,200	1,116,200
Total Function 5	3,016,693	836,278	3,852,971	2,603,700	6,456,671	6,893,116
7 Transportation and Housing						
7.41 Transportation and Housing Administration	-	-	-	-	-	241,882
7.70 Student Transportation	121,586	31,296	152,882	136,000	288,882	
7.73 Housing	-	-	-	-	-	50,000
Total Function 7	121,586	31,296	152,882	136,000	288,882	291,882
9 Debt Services						
Total Function 9	-	-	-	-	-	-
Total Functions 1 - 9	48,777,993	12,711,077	61,489,070	7,513,389	69,002,459	68,147,612

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School District No. 40 (New Westminster)

Amended Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2019

Schedule 3

	2019 Amended Annual Budget	2019 Annual Budget
	\$	\$
Revenues		
Provincial Grants		
Ministry of Education	7,477,821	6,419,507
Other		
Other Revenue	1,476,513	1,610,650
Total Revenue	8,954,334	8,030,157
Expenses		
Instruction	8,718,462	7,794,285
Operations and Maintenance	20,078	20,078
Total Expense	8,738,540	7,814,363
Net Revenue (Expense)	215,794	215,794
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	(215,794)	(215,794)
Total Net Transfers	(215,794)	(215,794)
Budgeted Surplus (Deficit), for the year	-	-

School District No. 40 (New Westminster)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2019

	Annual Facility Grant	Learning Improvement Fund	Special Education Equipment	Scholarships and Bursaries	School Generated Funds	Strong Start	Ready, Set, Learn	OLEP	CommunityLINK
	\$	\$	\$	\$	\$	\$		\$	\$
Deferred Revenue, beginning of year	-		26,190	436,738	1,160,739		9,485	18,058	482,258
Add: Restricted Grants									
Provincial Grants - Ministry of Education	235,872	238,691				96,000	19,600	106,603	1,512,237
Other				120,000	1,300,000				85,000
	235,872	238,691	-	120,000	1,300,000	96,000	19,600	106,603	1,597,237
Less: Allocated to Revenue	235,872	238,691	-	-	1,300,000	96,000	19,600	124,661	1,607,237
Deferred Revenue, end of year	-	-	26,190	556,738	1,160,739	-	9,485	-	472,258
Revenues									
Provincial Grants - Ministry of Education	235,872	238,691				96,000	19,600	124,661	1,512,237
Other Revenue					1,300,000				95,000
	235,872	238,691	-	-	1,300,000	96,000	19,600	124,661	1,607,237
Expenses									
Salaries									
Teachers								37,259	519,000
Principals and Vice Principals									
Educational Assistants		188,960							473,990
Support Staff						65,079			78,100
Other Professionals									49,150
Substitutes		9,628						2,532	2,477
	-	198,588	-	-	-	65,079	-	39,791	1,122,717
Employee Benefits		40,103				27,137		12,324	285,529
Services and Supplies	20,078				1,300,000	3,784	19,600	72,546	198,991
	20,078	238,691	-	-	1,300,000	96,000	19,600	124,661	1,607,237
Net Revenue (Expense) before Interfund Transfers	215,794	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased	(215,794)								
	(215,794)	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

School District No. 40 (New Westminster)
Amended Annual Budget - Changes in Special Purpose Funds
Year Ended June 30, 2019

	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing and Remedies	Coding and Curriculum Implementation	Arts in Education	Textile Recycling	Firefighters Donation	United Way	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$
Deferred Revenue, beginning of year	-	903,055	57,622	-	24,054	2,500	17,771	3,138,470
Add: Restricted Grants								
Provincial Grants - Ministry of Education	418,499	3,871,584						6,499,086
Other				4,550			75,000	1,584,550
	418,499	3,871,584	-	4,550	-	-	75,000	8,083,636
Less: Allocated to Revenue	418,499	4,774,639	57,622	-	-	-	81,513	8,954,334
Deferred Revenue, end of year	-	-	-	4,550	24,054	2,500	11,258	2,267,772
Revenues								
Provincial Grants - Ministry of Education	418,499	4,774,639	57,622					7,477,821
Other Revenue							81,513	1,476,513
	418,499	4,774,639	57,622	-	-	-	81,513	8,954,334
Expenses								
Salaries								
Teachers	15,873	3,639,855						4,211,987
Principals and Vice Principals	24,000							24,000
Educational Assistants	-							662,950
Support Staff	120,000							263,179
Other Professionals							66,826	115,976
Substitutes	145,875	210,206	2,127					372,845
	305,748	3,850,061	2,127	-	-	-	66,826	5,650,937
Employee Benefits	62,476	772,054	230				14,687	1,214,540
Services and Supplies	50,275	152,524	55,265					1,873,063
	418,499	4,774,639	57,622	-	-	-	81,513	8,738,540
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	215,794
Interfund Transfers								
Tangible Capital Assets Purchased								(215,794)
	-	-	-	-	-	-	-	(215,794)
Net Revenue (Expense)	-	-	-	-	-	-	-	-

School District No. 40 (New Westminster)

Schedule 4

Amended Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2019

	2019 Amended Annual Budget			2019 Annual Budget
	Invested in Tangible Capital Assets	Local Capital	Fund Balance	
	\$	\$	\$	\$
Revenues				
Provincial Grants				
Other			-	163,310
Investment Income		800	800	1,000
Amortization of Deferred Capital Revenue	2,300,542		2,300,542	2,145,087
Total Revenue	2,300,542	800	2,301,342	2,309,397
Expenses				
Operations and Maintenance			-	163,310
Amortization of Tangible Capital Assets				
Operations and Maintenance	3,078,054		3,078,054	3,066,301
Transportation and Housing	18,225		18,225	18,225
Total Expense	3,096,279	-	3,096,279	3,247,836
Net Revenue (Expense)	(795,737)	800	(794,937)	(938,439)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	1,115,794		1,115,794	265,794
Total Net Transfers	1,115,794	-	1,115,794	265,794
Other Adjustments to Fund Balances				
Tangible Capital Assets Purchased from Local Capital	-	-	-	
Total Other Adjustments to Fund Balances	-	-	-	
Budgeted Surplus (Deficit), for the year	320,057	800	320,857	(672,645)

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Account	Sub-Program Description	Description	Budget
1-00-1-02-000-310		PROFESSIONAL SERVICES	79,813
1-00-1-02-000-340		TRAVEL/MEALS/REG	20,000
1-00-1-02-000-349		PROFESSIONAL DEVELOPMENT	312,000
1-00-1-02-000-370		DUES & FEES	55,000
1-00-1-02-000-431		TELEPHONE	6,500
1-00-1-02-000-432		LEASE - PHOTOCOPIERS	5,000
1-00-1-02-000-433		POSTAGE	0
1-00-1-02-000-434		COPIER COSTS	7,000
1-00-1-02-000-510		GENERAL SUPPLIES	268,500
1-00-1-02-000-512		FOOD SUPPLIES/NOURISHMENT PROGRAM	50,000
1-00-1-02-000-520		BOOKS & GUIDES	0
1-00-1-02-000-590		COMP.EQUIP. (OVER \$5,000)	0
1-00-1-02-000-591		TECHNOLOGY EQUIP. REFRESH HRD	575,000
1-00-1-02-000-594		EDUCATIONAL SOFTWARE	275,000
1-00-1-02-060-510	Innovation Grant	GENERAL SUPPLIES	8,000
1-00-1-02-063-310	FSA	PROFESSIONAL SERVICES	8,187
1-00-1-02-063-510	FSA	GENERAL SUPPLIES	0
1-00-1-02-074-340	ADST	TRAVEL/MEALS/REG	0
1-00-1-02-074-510	ADST	GENERAL SUPPLIES	33,000
1-00-1-02-103-510	Mental Health MOE Jan '19	GENERAL SUPPLIES	33,000
1-00-1-02-148-510	Numeracy	GENERAL SUPPLIES	100,000
1-00-1-02-149-510	Indigenizing Curriculum	GENERAL SUPPLIES	10,000
1-00-1-02-150-310	Mental Health Dinner Series	PROFESSIONAL SERVICES	10,000
1-00-1-02-151-310	Curriculum Implement/Pro-D	PROFESSIONAL SERVICES	15,000
1-00-1-02-151-510	Curriculum Implement/Pro-D	GENERAL SUPPLIES	15,000
1-00-1-02-355-330	May Day	TRANSP/FIELD TRIP EXP	9,500
1-00-1-02-355-510	May Day	GENERAL SUPPLIES	0
1-01-1-02-xxx-xxx		SCHOOLS - Kelvin	78,512
1-02-1-02-xxx-xxx		SCHOOLS - Spencer	81,356
1-03-1-02-xxx-xxx		SCHOOLS - McBride	63,037
1-04-1-02-xxx-xxx		SCHOOLS - Tweedmuir	65,878
1-05-1-02-xxx-xxx		SCHOOLS - Queen Elizabeth	81,154
1-06-1-02-xxx-xxx		SCHOOLS - Hume Park Homer Learner	114,737
1-08-1-02-xxx-xxx		SCHOOLS - NWSS	498,490
1-09-1-02-xxx-xxX		SCHOOLS - Howay	26,350
1-10-1-02-xxx-xxx		SCHOOLS - Connaught	24,290
1-17-1-02-xxx-xxx		SCHOOLS - Glenbrook	124,340
1-18-1-02-xxx-xxx		SCHOOLS - Queensborough	62,364
1-32-1-02-xxx-xxx		SCHOOLS - Island Discovery Home Learner	277,000
1-47-1-02-xxx-xxx		SCHOOLS - Qayqayt	95,340
1-48-1-02-xxx-xxx		SCHOOLS - FRMS	83,175
Classroom Instruction			3,571,523
1-00-1-03-000-310		PROFESSIONAL SERVICES	30,000
1-00-1-03-000-340		TRAVEL/MEALS/REG	600
1-00-1-03-000-431		TELEPHONE	800
1-00-1-03-000-510		GENERAL SUPPLIES	3,000
1-00-1-03-073-310	ADST	PROFESSIONAL SERVICES	0

Account	Sub-Program Description	Description	Budget
1-00-1-03-073-340	ADST	TRAVEL/MEALS/REG	0
1-00-1-03-073-431	ADST	TELEPHONE	0
1-00-1-03-073-510	ADST	GENERAL SUPPLIES	0
1-08-1-03-xxx-xxx		NWSS	4,559
Career Prep			38,959
1-01-1-07-xxx-xxx		SCHOOLS - Kelvin	500
1-02-1-07-xxx-xxx		SCHOOLS - Spencer	3,000
1-03-1-07-xxx-xxx		SCHOOLS - McBride	750
1-04-1-07-xxx-xxx		SCHOOLS - Tweedmuir	700
1-05-1-07-xxx-xxx		SCHOOLS - Queen Elizabeth	1,500
1-06-1-07-xxx-xxx		SCHOOLS - Hume Park Homer Learner	0
1-08-1-07-xxx-xxx		SCHOOLS - NWSS	7,500
1-09-1-07-xxx-xxX		SCHOOLS - Howay	0
1-10-1-07-xxx-xxx		SCHOOLS - Connaught	213
1-17-1-07-xxx-xxx		SCHOOLS - Glenbrook	4,500
1-18-1-07-xxx-xxx		SCHOOLS - Queensborough	1,000
1-32-1-07-xxx-xxx		SCHOOLS - Island Discovery Home Learner	0
1-47-1-07-xxx-xxx		SCHOOLS - Qayqayt	4,100
1-48-1-07-xxx-xxx		SCHOOLS - FRMS	1,300
Library			25,063
1-00-1-08-000-340		TRAVEL/MEALS/REG	2,500
1-00-1-08-000-431		TELEPHONE	500
1-00-1-08-000-510		GENERAL SUPPLIES	16,000
1-00-1-08-049-340	Drug & Alcohol	TRAVEL/MEALS/REG	1,050
1-00-1-08-049-349	Drug & Alcohol	PROFESSIONAL DEVELOPMENT	0
1-00-1-08-049-431	Drug & Alcohol	TELEPHONE	800
1-00-1-08-049-510	Drug & Alcohol	GENERAL SUPPLIES	2,150
1-00-1-08-057-431	UBC Counselling	TELEPHONE	3,500
1-00-1-08-057-510	UBC Counselling	GENERAL SUPPLIES	2,500
1-00-1-08-057-513	UBC Counselling	COPY/PRINT/PAPER/SUP	2,200
1-08-1-08-xxx-xxx		Schools - NWSS	1,000
Counselling			32,200
1-00-1-10-000-310		PROFESSIONAL SERVICES	66,000
1-00-1-10-000-340		TRAVEL/MEALS/REG	9,000
1-00-1-10-000-348		EA TRAINING	50,000
1-00-1-10-000-370		DUES & FEES	4,000
1-00-1-10-000-431		TELEPHONE	1,000
1-00-1-10-000-510		GENERAL SUPPLIES	84,000
1-00-1-10-110-510	Local Grants	GENERAL SUPPLIES	0
1-08-1-10-xxx-xxx		Schools - NWSS	0
Inclusion			214,000
1-00-1-30-000-340		TRAVEL/MEALS/REG	1,000
1-00-1-30-000-510		GENERAL SUPPLIES	2,000
1-08-1-30-xxx-xxx		Schools - NWSS	0

Account	Sub-Program Description	Description	Budget
ELL			3,000
1-00-1-31-000-324		HONORARIA/COUNSELLING	1,800
1-00-1-31-000-340		TRAVEL/MEALS/REG	3,000
1-00-1-31-000-431		TELEPHONE	2,480
1-00-1-31-000-510		GENERAL SUPPLIES	3,000
Aboriginal Education			10,280
1-00-1-41-000-310		PROFESSIONAL SERVICES	62,000
1-00-1-41-000-413		BANK CHARGES (Credit Card Fees for Schools)	13,000
1-00-1-41-000-431		TELEPHONE	1,000
1-01-1-41-xxx-xxx		SCHOOLS - Kelvin	400
1-02-1-41-xxx-xxx		SCHOOLS - Spencer	4,950
1-03-1-41-xxx-xxx		SCHOOLS - McBride	7,960
1-04-1-41-xxx-xxx		SCHOOLS - Tweedmuir	7,964
1-05-1-41-xxx-xxx		SCHOOLS - Queen Elizabeth	1,500
1-06-1-41-xxx-xxx		SCHOOLS - Hume Park Homer Learner	0
1-08-1-41-xxx-xxx		SCHOOLS - NWSS	5,000
1-09-1-41-xxx-xxX		SCHOOLS - Howay	0
1-10-1-41-xxx-xxx		SCHOOLS - Connaught	600
1-17-1-41-xxx-xxx		SCHOOLS - Glenbrook	0
1-18-1-41-xxx-xxx		SCHOOLS - Queensborough	2,111
1-32-1-41-xxx-xxx		SCHOOLS - Island Discovery Home Learner	0
1-47-1-41-xxx-xxx		SCHOOLS - Qayqayt	1,000
1-48-1-41-xxx-xxx		SCHOOLS - FRMS	5,700
School Admin			113,185
1-00-1-62-000-310		PROFESSIONAL SERVICES	8,000
1-00-1-62-000-326		GRADUATION EXPENSE	4,000
1-00-1-62-000-330		TRANSP/FIELD TRIP EXP	25,000
1-00-1-62-000-340		TRAVEL/MEALS/REG	60,000
1-00-1-62-000-349		PROFESSIONAL DEVELOPMENT	3,000
1-00-1-62-000-369		COMMISSIONS	150,000
1-00-1-62-000-370		DUES & FEES	5,000
1-00-1-62-000-394		HOMESTAY SERV	65,000
1-00-1-62-000-395		ORIENT/HOMESTAY	15,000
1-00-1-62-000-413		BANK CHARGES	1,800
1-00-1-62-000-430		OFFICE/COMMUNICATION SER	3,000
1-00-1-62-000-431		TELEPHONE	8,000
1-00-1-62-000-432		LEASE - PHOTOCOPIERS	2,500
1-00-1-62-000-433		POSTAGE	500
1-00-1-62-000-434		COPIER COSTS	1,200
1-00-1-62-000-435		MARKETING	39,800
1-00-1-62-000-438		ADVERTISING	1,000
1-00-1-62-000-510		GENERAL SUPPLIES	2,000
1-00-1-62-000-513		COPY/PRINT/PAPER/SUP	200
1-00-1-62-000-590		COMP.EQUIP. (OVER \$5,000)	0
1-01-1-62-xxx-xxx		SCHOOLS - Kelvin	250

Account	Sub-Program Description	Description	Budget
1-02-1-62-xxx-xxx		SCHOOLS - Spencer	1,750
1-03-1-62-xxx-xxx		SCHOOLS - McBride	250
1-08-1-62-xxx-xxx		SCHOOLS - NWSS	64,000
1-09-1-62-xxx-xxX		SCHOOLS - Howay	750
1-10-1-62-xxx-xxx		SCHOOLS - Connaught	1,000
1-17-1-62-xxx-xxx		SCHOOLS - Glenbrook	1,750
1-18-1-62-xxx-xxx		SCHOOLS - Queensborough	250
1-47-1-62-xxx-xxx		SCHOOLS - Qayqayt	750
1-48-1-62-xxx-xxx		SCHOOLS - FRMS	2,000
International			467,750
Instruction			4,475,960
1-00-4-11-000-310		PROFESSIONAL SERVICES	63,000
1-00-4-11-000-340		TRAVEL/MEALS/REG	32,000
1-00-4-11-000-349		PROFESSIONAL DEVELOPMENT	5,000
1-00-4-11-000-370		DUES & FEES	6,000
1-00-4-11-000-420		DATA PROCESSING SERVICES	23,000
1-00-4-11-000-430		OFFICE/COMMUNICATION SER	37,000
1-00-4-11-000-431		TELEPHONE	3,300
1-00-4-11-000-510		GENERAL SUPPLIES	71,000
1-00-4-11-000-520		BOOKS & GUIDES	16,000
1-00-4-11-000-580		EQUIP. REPLACEMENT (OVER \$ 5,000)	1,870
1-00-4-11-000-590		COMP.EQUIP. (OVER \$5,000)	136
Educational Admin			258,306
1-00-4-40-000-310		PROFESSIONAL SERVICES	22,000
1-00-4-40-000-340		TRAVEL/MEALS/REG	15,000
1-00-4-40-000-3xx		NEW: Public Consultation	15,000
1-00-4-40-000-370		DUES & FEES	30,800
1-00-4-40-000-420		DATA PROCESSING SERVICES	14,118
1-00-4-40-000-510		GENERAL SUPPLIES	500
1-00-4-40-000-590		COMP.EQUIP. (OVER \$5,000)	2,000
Governance			99,418
1-00-4-41-000-310		PROFESSIONAL SERVICES	35,000
1-00-4-41-000-311		AUDIT	57,000
1-00-4-41-000-312		LEGAL	55,000
1-00-4-41-000-340		TRAVEL/MEALS/REG	14,000
1-00-4-41-000-370		DUES & FEES	2,100
1-00-4-41-000-413		BANK CHARGES	4,641
1-00-4-41-000-420		DATA PROCESSING SERVICES	131,000
1-00-4-41-000-431		TELEPHONE	14,000
1-00-4-41-000-432		LEASE - PHOTOCOPIERS	2,000
1-00-4-41-000-433		POSTAGE	1,000
1-00-4-41-000-434		COPIER COSTS	500
1-00-4-41-000-510		GENERAL SUPPLIES	41,000
Business Admin			357,241

Account	Sub-Program Description	Description	Budget
1-00-4-42-000-310		PROFESSIONAL SERVICES	5,000
1-00-4-42-000-312		NEW: LEGAL	80,000
1-00-4-42-000-319		CRIMINAL RECORD CHECK	9,500
1-00-4-42-000-340		TRAVEL/MEALS/REG	3,600
1-00-4-42-000-3xx		NEW: BARGAINING/NEGOTIATIONS	14,000
1-00-4-42-000-370		DUES & FEES	5,000
1-00-4-42-000-420		DATA PROCESSING SERVICES	42,000
1-00-4-42-000-430		OFFICE/COMMUNICATION SER	0
1-00-4-42-000-431		TELEPHONE	4,714
1-00-4-42-000-432		LEASE - PHOTOCOPIERS	3,000
1-00-4-42-000-434		COPIER COSTS	3,000
1-00-4-42-000-510		GENERAL SUPPLIES	24,000
1-00-4-42-000-520		BOOKS & GUIDES	1,000
1-00-4-42-000-549		SERVICE RECOGNITION	10,000
1-00-4-42-000-590		COMP.EQUIP. (OVER \$5,000)	2,000
1-00-4-42-397-310	Health & Safety	PROFESSIONAL SERVICES	10,000
1-00-4-42-397-370	Health & Safety	DUES & FEES	5,000
1-00-4-42-397-420	Health & Safety	DATA PROCESSING SERVICES	24,000
1-00-4-42-397-510	Health & Safety	GENERAL SUPPLIES	5,000
1-00-4-42-397-519	Health & Safety	MEDICAL ERGONOMIC ACCOMMODATION	5,000
1-00-4-42-397-580	Health & Safety	EQUIP. REPLACEMENT (OVER \$ 5,000)	10,000
Human Resources			265,814

Administration	980,779
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1-00-5-41-000-310	PROFESSIONAL SERVICES	10,000
1-00-5-41-000-340	TRAVEL/MEALS/REG	2,000
1-00-5-41-000-390	INSURANCE	80,000
1-00-5-41-000-420	DATA PROCESSING SERVICES	5,000
1-00-5-41-000-431	TELEPHONE	5,000
1-00-5-41-000-432	LEASE - PHOTOCOPIERS	2,500
1-00-5-41-000-433	POSTAGE	0
1-00-5-41-000-434	COPIER COSTS	500
1-00-5-41-000-510	GENERAL SUPPLIES	15,000
1-00-5-41-000-513	COPY/PRINT/PAPER/SUP	2,000
Operations Admin		122,000

1-00-5-50-000-310	PROFESSIONAL SERVICES	40,565
1-00-5-50-000-390	INSURANCE	30,000
1-00-5-50-000-397	INSURANCE DEDUCTIBLE	1,000
1-00-5-50-000-431	TELEPHONE	10,000
1-00-5-50-000-510	GENERAL SUPPLIES	20,000
1-00-5-50-000-515	GAS & OIL VEHICLE	50,000
1-00-5-50-000-516	VEHICLE REPAIRS	30,000
1-00-5-50-000-543	MISC. MAINTENANCE	46,000
1-00-5-50-000-552	CARBON TAX EXPENSE	50,000
1-00-5-50-000-580	EQUIP. REPLACEMENT (OVER \$ 5,000)	105,000

Account	Sub-Program Description	Description	Budget
1-00-5-50-505-510	Electrical	GENERAL SUPPLIES	15,000
1-00-5-50-510-310	Fire Protection	PROFESSIONAL SERVICES	18,000
1-00-5-50-510-510	Fire Protection	GENERAL SUPPLIES	12,000
1-00-5-50-520-510	Glass	GENERAL SUPPLIES	3,500
1-00-5-50-522-510	Architectural Hardware	GENERAL SUPPLIES	15,000
1-00-5-50-525-510	Hardware	GENERAL SUPPLIES	5,000
1-00-5-50-530-310	Heating	PROFESSIONAL SERVICES	15,000
1-00-5-50-530-510	Heating	GENERAL SUPPLIES	15,000
1-00-5-50-535-510	Locks	GENERAL SUPPLIES	10,000
1-00-5-50-540-510	Lumber	GENERAL SUPPLIES	5,000
1-00-5-50-542-510	P/A Clocks	GENERAL SUPPLIES	5,000
1-00-5-50-545-510	Painting	GENERAL SUPPLIES	5,000
1-00-5-50-550-310	Plumbing	PROFESSIONAL SERVICES	5,000
1-00-5-50-550-510	Plumbing	GENERAL SUPPLIES	16,000
1-00-5-50-555-310	Roofing	PROFESSIONAL SERVICES	5,000
1-00-5-50-556-310	Window Coverings	PROFESSIONAL SERVICES	2,500
1-00-5-50-560-310	Security	PROFESSIONAL SERVICES	22,000
1-00-5-50-590-510	Uniforms	GENERAL SUPPLIES	6,000
Maintenance			562,565
1-00-5-51-000-310		PROFESSIONAL SERVICES	5,000
1-00-5-51-000-340		TRAVEL/MEALS/REG	1,500
1-00-5-51-000-431		TELEPHONE	2,500
1-00-5-51-000-510		GENERAL SUPPLIES	1,500
1-00-5-51-000-514		CUSTODIAL SUPPLIES	160,000
1-00-5-51-000-580		EQUIP. REPLACEMENT (OVER \$ 5,000)	10,000
Custodial			180,500
1-00-5-52-000-310		PROFESSIONAL SERVICES	10,000
1-00-5-52-000-360		RENT/LEASE OF EQUIPMENT	5,000
1-00-5-52-000-510		GENERAL SUPPLIES	2,000
1-00-5-52-000-570		GARBAGE	16,000
1-00-5-52-506-510	Fencing	GENERAL SUPPLIES	1,000
1-00-5-52-524-310	Grounds	PROFESSIONAL SERVICES	2,000
1-00-5-52-524-510	Grounds	GENERAL SUPPLIES	5,435
Grounds			41,435
1-00-5-54-000-340		TRAVEL/MEALS/REG	5,000
1-00-5-54-000-349		PROFESSIONAL DEVELOPMENT	5,000
1-00-5-54-000-421		BUSINESS SOFTWARE YR LICENSES	295,000
1-00-5-54-000-431		TELEPHONE	7,000
1-00-5-54-000-510		GENERAL SUPPLIES	16,000
1-00-5-54-000-595		INFRASTRUCTURE TECHNOLOGY HARDWARE	160,000
Information Technology			488,000
1-00-5-56-000-540		ELECTRICITY	1,245,200
1-00-5-57-048-362	Columbia Square	BUILDING LEASE	218,000

Account	Sub-Program Description	Description	Budget
Maintenance & Operations			2,857,700
1-00-7-70-000-332		TRANSPORTATION ASST'N	136,000
Transportation			136,000
Transportation			136,000
Total Operating Services & Supplies			8,450,439

AMENDED ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER) (called the "Board") to adopt the Amended Annual Budget of the Board for the fiscal year 2018/2019 pursuant to section 113 of the *School Act*, R.S.B.C., 1996, c. 412 as amended from time to time (called the "Act").

1. Board has complied with the provisions of the *Act* respecting the Amended Annual Budget adopted by this Bylaw.
2. This Bylaw may be cited as School District No. 40 (New Westminster) Amended Annual Budget Bylaw for fiscal year 2018/2019.
3. The Attached Statement 2 showing the estimated revenue and expense for the 2018/2019 fiscal year and the total budget bylaw amount of \$81,953,072 for the 2018/2019 fiscal year was prepared in accordance with the *Act*.
4. Statement 2, 4 and Schedules 1 to 4 are adopted as the Amended Annual Budget of the Board for the fiscal year 2018/2019.

READ A FIRST TIME THE 26TH DAY OF FEBRUARY, 2019;

READ A SECOND TIME THE 26TH DAY OF FEBRUARY, 2019;

READ A THIRD TIME, PASSED AND ADOPTED THE 26TH DAY OF FEBRUARY, 2019;

Chair of the Board

Secretary-Treasurer

I HEREBY CERTIFY this to be a true original of School District No.40 (New Westminster) Amended Annual Budget Bylaw 2018/2019, adopted by the Board the 26th DAY OF FEBRUARY, 2019.

Secretary-Treasurer



School District No. 40 (New Westminster)

Supplement to: Operations Policy & Planning Committee of the Whole

Date: February 12, 2019 (Updated from January 15, 2019)

Submitted by: Kim Morris, Secretary-Treasurer

Item: **Requiring Action** Yes ☒ No ☐ **For Information** ☐

Subject: Development of Child Care Spaces

On January 15, 2019, proposed additional child care spaces in New West Schools were as indicated in the table below. An update to the proposal below, is to attend to the additional space at Connaught and Howay with portables instead of renovation to existing classrooms. If the addition of child care space grows the enrolment of the school, the interior classrooms should be preserved for future enrolment to keep the K-5 communities together in the building.

	McBride	QMS	Connaught	Howay	Total
Cost of Adding Spaces (estimates)	2,000,000	1,000,000	500,000	1,000,000	4,500,000
Funding Source: MOE	NLC Space	0	-	-	-
Funding Source: MCFD New Spaces	1,000,000	1,000,000	500,000	1,000,000	3,500,000
Funding Source: City of NW	920,000	0	0	0	920,000
Physical Plant	As Built Construction	Portables (2)	Renovation	Renovation	
Type of Space	Infant-Toddler 12	Infant-Toddler 12		Infant-Toddler 12	Infant-Toddler 36
Type of Space	3-5 Years 25	3-5 Years 25	3-5 Years 25	3-5 Years 25	3-5 Years 100
Total Spaces Added	37	37	25	37	136
Commitment (Years)	15	10	10	10	
Impact	Adds space	Adds Space	Uses Existing	Uses Existing	
Nominal Capacity			215	151	
Enrolment 1819 (Actual)			157	127	
Enrolment 2031 (Projected)			226	142	
Capacity Utilization 1819	No impact	No impact	73%	84%	
Capacity Utilization 2031	No impact	No impact	105%	94%	
Capacity Utilization with New Spaces 2031 (Projected)	No impact	No impact	116%	108%	
Notes	Infant-Toddler and 3-5 in newly constructed space	Infant-Toddler in Portable	3-5 in classroom	Before & After School Care to Portable	
		3-5 in Portable		3-5 in basement (previous Before & After)	
				Infant Toddler in classroom	

On January 26, 2019, Staff requested a more to time to determine the status of availability of before and after school care. Capacity and waitlists are as follows (updated by Westminster Children's Afterschool Society (WCAS) February 11, 2019.

Program Name	Location	Servicing	Capacity	Waitlist
Park Place	Hume Park	McBride	40	91
Hilltop	McBride	McBride	20	85
Kids Korner	Qayqayt	Qayqayt	25	179
Klub Kelvin	Kelvin	Kelvin	20	16
Playwest Kids	Tweedsmuir	Tweedsmuir	50	58
Dragons Grove	Connaught	Connaught	20	30
Misty Meadows	Howay	Howay	20	23
Queen Elizabeth Clubhouse	Queensborough Middle School	Queen Elizabeth and Queensborough Middle	42	161
Griffin's Alley	Glenbrook	Spencer & Glenbrook Middle	40	163
			277	806

****ASSUMPTIONS:** Children are most likely on more than one waiting list. Unable to differentiate children on more than one waitlist as this time**

SD40, City Staff & WCAS are working closely together to expand the scope of SD40's school age care, including looking at existing school space within the buildings (ie not dedicated portables or classrooms) to provide additional child care. Does a before and after school program need a dedicated space in a portable, classroom or dedicated space at a community centre, or can it make use of school spaces like libraries, gymnasiums, or move outside into the community or outdoor programs? The intent is work toward making more school spaces multi-purpose, and less dedicated for singular functions.

The Board may wish to consider expanding the use of existing school space to allow for more before and after school spaces, or consider foregoing infant-toddler and 3-5 at Howay and Connaught and applying for the new spaces funding to attend to before and after school care. This may be another way to grow enrolment at each of our smaller schools, although not in the neighbourhoods with the greatest demand for space.

Recommendation:

That Staff be directed to pursue the addition of child care spaces by applying for Ministry of Children and Families new spaces funding as presented on February 12, 2019, and by pursuing partnership with the City of New Westminster for McBride Elementary School, as presented;
AND FURTHER

The addition of child care spaces as presented, be at no cost to the Board;
AND FURTHER

Staff be directed to develop a plan for Board approval, to expand school-age child care within existing schools' space.

Supplement to: Operations Policy & Planning Committee of the Whole**Date:** February 12, 2019**Submitted by:** Kim Morris, Secretary-Treasurer**Item:** **Requiring Action** Yes ☒ No ☐ **For Information** ☐**Subject:** Trustee Remuneration 2019 Taxation Change**Background:**

In 2017, the Government of Canada announced a change to the taxation of trustees', and other elected officials' remuneration:

1. Up to December 31, 2018:
Stipend **67% taxable** and 33% tax-free (intended to recognize expenses incurred personally by a trustee)
2. January 1, 2019 and subsequent:
Stipend **100% taxable** and Trustees able to claim some expenses (office, travel, communication, child care)

The impact of the change results in trustees having less "take-home pay". The actual dollar figure is impacted by an individual trustee's household income, sources of other income, allowable deductions, and corresponding tax bracket.

The simple impact (School District No. 40 (SD40) income only) of the change for SD40 trustees ranges from \$154 to \$185 per month or \$1,848 to \$2,220 per year, and represents an 11% decrease in take home pay. This impact does not take in to account the variable factors above (i.e. second income from career).

In order to research options for mitigating the taxation change, the following question was posed to 60 BC School Districts:

What, if any, action or remedy did your board take to make trustees "whole" in terms of take home pay to address the January 1, 2019 taxation changes?

24 out of 60 districts responded. Results are as follows:

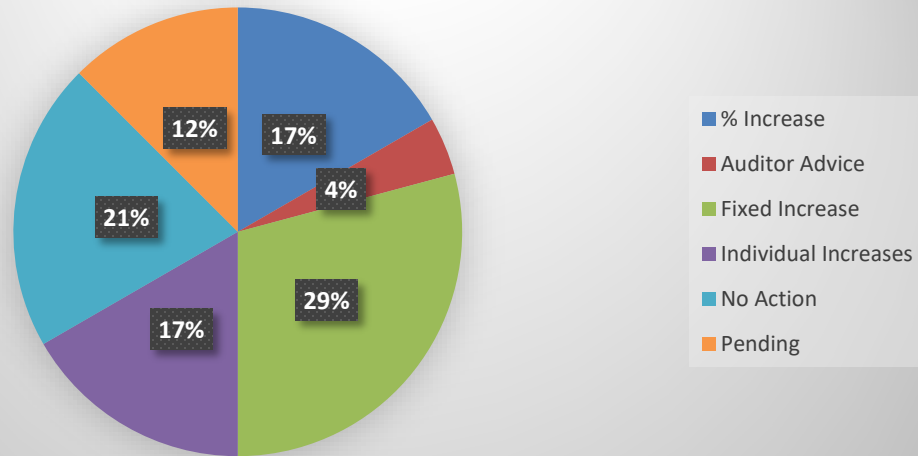
District	Action Taken	Value	Notes
A	% Increase	7.0%	
B	% Increase	8.4%	
C	% Increase	14.0%	
D	% Increase	13.1%	
E	Auditor Advice	\$0	No pay adjustment. Offered our Auditors to come in and review tax rules with Trustees around setting up a home office and what they can claim as deductions for tax purposes.
F	Fixed Increase	\$1,500 Per Trustee & Ability to Claim Expenses	
G	Fixed Increase	\$1,750 each per Annum	
H	Fixed Increase	\$500 each per annum	
I	Fixed Increase	\$13,000 Total Governance Budget Increase Annually	Approx. 20% across the board
J	Fixed Increase	\$870 per year per trustee	They averaged the difference for someone with is claiming the basic exemptions versus someone who isn't able to as they work a second job
K	Fixed Increase	\$1,168	
L	Fixed Increase	\$1000 each per annum	
M	Individual Increases	\$1800 Chair, \$1548 Vice-Chair, \$1464 Trustee = \$11,000 annually (assuming 7 trustees)	"That the Trustee Stipend rate be adjusted to reflect new Canada Revenue Agency regulations".
N	Individual Increases	Varies	To maintain net take home pay before changes
O	Individual Increases	Varies	To maintain net take home pay before changes
P	Individual Increases	Unknown	To maintain net take home pay before changes
Q	None		to not adjust "yet" but wait a year or possibly two to see what other districts do and then review and make a decision
R	None	o	Policy already states every two years increase to provincial average so will be taken care of in bi-annual review
S	None	o	
T	None		Deferred to 2020
U	None		Deferred to April 2019
V	Pending		Board is contemplating; no decision to date
W	Pending		In Process
X	Pending		In Process

63% of respondents took some action to increase stipends, 13% of respondents have pending action and 25% of respondents are taking no action.

Of school districts that did take action, 29% provided a fixed annual increase, 17% provided a percentage increases and 17% provided individual increases.



Action Type (24 School Districts)



If the Board were to make trustees “whole” in order to provide equal take home pay to the pre-taxation change, and based solely in terms of their SD40 income alone, it would require an 11%, one-time increase as follows, resulting in a total annual cost of \$17,699:

Position	Current Stipend	Stipend with 11% Increase
Chair	25,432	28,230
Vice-Chair	23,876	26,502
Trustee	22,320	24,775

Recommendation:

THAT the Operations Policy & Planning Committee of the Whole recommend to the Board of Education of School District No. 40 (New Westminster) that, in recognition of the January 1, 2019 taxation change to the treatment of Trustee stipends, Trustee stipends be increased by eleven (11) percent;

AND FURTHER, that the increase be a one-time adjustment;

AND FURTHER, that the increase be effective January 1, 2019.

Supplement to: Operations Policy & Planning Committee of the Whole**Date:** February 12, 2019**Submitted by:** Kim Morris, Secretary-Treasurer**Item:** **Requiring Action** Yes ☒ No ☐ **For Information** ☐**Subject:** Live Streaming Public Meetings

Background:

At its December 11, 2018 Regular Open Board meeting, the Board carried the following resolution:

THAT the Board of Education of School District No.40 (New Westminister), as part of its commitment to transparency, accountability and accessibility, direct staff to create a business case regarding options and recommendations of live streaming public meetings and bring back the findings to the January 15, 2019 Operations Policy & Planning Committee meeting.

In order to research options for live streaming public meetings, the following questions were posed to 60 BC School Districts:

- 1) Does your Board stream or broadcast in some way, its board and committee meetings?
- 2) If yes, what hardware/software solution do you use to stream/broadcast?



Sixteen Districts responded as follows:

District	Y/N	Hardware/Software	Looking to in Future	Notes
A	Y	Bosch Decentis	N/A	
B	Y	ipad & 2 mics	N/A	Not live streaming; record and post to web following day
C	Y	Skype for Business & existing boardroom camera and sound system (purch 8 yrs ago)	N/A	Board meetings only; not committee meetings
D	Y	Skype for Business	N/A	
E	Y	Wirecast by Telestream & YouTube	N/A	
F	Y		N	Not live streaming; record audio and post to web following day
G	N		N	
H	N		N	
I	N		N	
J	N		Y	
K	N		Y	Starting to develop: Debut (Free) Software & Webcam & Existing sound system
L	N		N	
M	N		Y	
N	N		Y	
O	N		N	
P	N		N	

Six respondent schools districts provide a record, other than written, of open meetings to the public: Two districts by audio the day following the meeting and four live streaming during the meeting. Costs provided by the districts ranged from less than \$500 to greater than \$50,000.

The Director of Information Technology, the Communications Coordinator and the Secretary-Treasurer met and propose the following, in order for School District No. 40 (SD40) to embark on live streaming its public meetings:

Requirement	Tool	Cost
Software	Youtube	-
Platform	Google Education	-
Hardware	External camera and tri-pod	900
Hardware	Mic	1,200
Hardware	Interface HDMI Capture Card	800
Total		2,900



Advantages of the proposed solution are:

Cost

An inexpensive solution is proposed as the first iteration of the Board's live streaming initiative to test:

- interest (viewers);
- placement of hardware;
- quality of sound and video; and
- ease of use for staff and public.

recognizing that if successful public uptake warrants, a more robust solution can be implemented in the future.

Simplicity

Using SD40's Google Education account, staff simply place the camera, click record/go live and create a title to begin the meeting. At the end of the meeting, staff stop recording and click go public to end the stream. Members of the public, simply join the SD40 YouTube channel (i.e. board@sd40.bc.ca) via subscription and view the meeting.

Redeployment of Equipment

Should the solution not be satisfactory to the Board, all of the hardware can be reused by schools for instructional purposes, or the District Communications Department, making the investment very low risk.

Archiving

In addition to live streaming, the solution provides for archiving of meeting recordings as well.

Security

Because the solution utilizes the existing Google Education account, pop-ups and advertising will not appear during live streaming.

Multi-Use

The solution can be used for various remote collaboration purposes: interviewing potential employees or consultants, collaboration between partners and SD40 staff and board, among others.

An example of Nanaimo Ladysmith School District live streaming via YouTube can be found below:

<https://youtu.be/2suYWPrF8Eg>

Disadvantages of the solution may be quality of sound and video, given the static nature of the camera and mic.



The solution recommended in this report allows the Board to begin live streaming in an inexpensive and simple manner.

If approved and implemented, the solution should be reviewed after a period of time to determine:

- uptake by the public;
- feedback from the public relative to the experience;
- if desired outcomes have been achieved: transparency, accountability and accessibility;
- the value of the project in terms of public engagement; and
- the next iteration, if required or, the continuation of live streaming in SD40.

A plan to communicate the availability of the service to the public should be established, along with a simple mechanism for users to provide feedback so that quality and accessibility concerns can be monitored.

Recommendation:

THAT the Operations Policy & Planning Committee of the Whole recommend to the Board of Education of School District No. 40 (New Westminster) that, Staff be directed to implement the live streaming solution, as presented;

AND FURTHER, that a review of the project be undertaken 4 months after implementation.



Supplement to: Operations Policy & Planning Committee of the Whole

Date: February 12, 2019

Submitted by: Kim Morris, Secretary-Treasurer

Item: **Requiring Action** Yes ☐ No ☒ **For Information** ☒

Subject: Menstrual Initiative Update

Background:

At its January 29, 2019 Regular Open Board meeting, the Board carried the following resolution:

*To enhance the ability of students to manage menstruation without undue delay, embarrassment, financial burden, or shame, be it therefore resolved THAT the Education Policy & Planning Committee recommend to the Board of Education of School District No. 40 (New Westminister), to direct staff to report back at the February 12, 2019 Operations Policy & Planning Committee meeting with **information regarding the installation of coin-free tampon and pad dispensers in all girls and universal restrooms in elementary and secondary schools.***

Manager of Operations & Transportation Mark Layzell researched implementation and estimates the number of equipment units and supply units required for start-up as follows:

SCHOOL	# of WASHROOMS UNIVERSAL 1 Per FLOOR TAMPONS NAPKINS			
CONNAUGHT	3		1	50 50
FRASER MIDDLE	3	1	3	500 250
GLENBROOK	3		3	500 250
HOMELEARNERS	1		1	50 50
HOWAY	1		1	50 50
KELVIN	5		2	100 100
McBRIDE	2		2	100 100
NWSS	8	2	5	1000 500
QAYQAYT	2		2	100 100
QUEEN ELIZABETH	3		1	50 50
QUEENSBOROUGH	2		2	100 100
SPENCER	2		2	100 100
TWEEDS	3		2	100 100
TOTAL =	38	3	27	2800 1800



One-time cost of implementation is as follows:

Description	Unit Cost	Units	Cost
Dispensers	\$235.08	30	7,899
Tampons 500 per case	\$110.06	6	660
Napkins 250 per case	\$59.36	8	475
Labour	\$25.00	30	750
TOTAL=			9,784

The estimate for on-going annual cost of supply is \$7,000.

Units can be removed and moved to new schools as construction permits, if the initiative is implemented.

Recommendation:

For information only.



Title

Funding to Install and Supply Free Tampon and Pad Dispensers in BC Schools

Sponsor

Board of Education of SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)

Authorization

To be completed by the Board Chair, BCSTA Branch Association President, BCSTA Committee Chair or BCSTA President:

- ☒ * This motion has been passed in final wording by a majority vote of the Board/Branch/Committee and that vote is recorded in the official proceedings of the Board/Branch/Committee
- ☒ * Mark Gifford is authorized by the Board to discuss and, if necessary, edit the motion. The Authorized Contact Person's can be reached at mgifford@sd40.bc.ca [REDACTED]
- ☒ * I confirm that I have read the BCSTA Motion Guide

BCSTA Bylaws, Policies and Foundational Statements

Please indicate if the proposed motion relates to an existing Foundational Statement or Policy Statement in [BCSTA's Policies](#). You must check one or more boxes.

- ☐ Relates to Foundational Statement No. [#]
- ☐ Relates to Policy Statement No. [#]
- ☐ Propose to make this motion a new policy statement.
- ☒ This is an action motion and does not change or contradict any existing Foundational Statement or Policy Statement.

Motion

Please clarify who the recipient of the motion is/who should do the work associated with the motion. (e.g. Ministry of Education, Ministry of Finance, etc.)

That BCSTA request that the Ministry of Education and the Ministry of Finance provide funding to all districts to purchase, install and supply free tampon and pad dispensers in girls' and universal bathrooms in every school in the Province.

Rationale

Provide a **succinct** description of why this motion is needed, plus any relevant background information.

The motion is needed to support the ability of School Districts to support the basic hygiene requirements of menstruating students by purchasing, installing and maintaining tampon and pad dispensers in girls' and universal bathrooms in every school in the Province. In doing so, it will ensure fair, equitable access of all genders to basic toiletries and hygienic products required to support normal bodily functions; remove stigma and cost barriers that impede the ability of menstruating students to fully participate in school activities; and help all students feel their bodies are valued, dignified, and normal.

Optional References

Provide links to additional background material (e.g., legislation, websites, etc.)

[Period Promise](#)
[Menstrual Initiative](#)
[SD40 Staff Report](#)

REMINDERS:

***PLEASE ENSURE YOU HAVE COMPLETED THE ENTIRE FORM**

*Please send a **Word version** of the completed motion submission form to motions@bcsta.org.

*Visit the [BCSTA HUB](#) to see the [BCSTA Motion Checklist](#) and other resources regarding preparing motions for BCSTA's AGM and Provincial Council.

Types of BCSTA Motions

Categories	Description	Example	Which BCSTA body can enact	Process to enact
Bylaws	The rules which govern the organization.	The President, the Vice-President, the Directors and the immediate past President shall form the board of Directors. The chief Executive officer shall be a nonvoting member of the Board. (Bylaw 3)	BCSTA member boards at General meetings	Extraordinary motion: 2/3 ballot vote
Foundational Statements	The core beliefs and values of the Association. Intended to guide future policy and action motions. Meant to be long-term/long standing.	BCSTA believes that educational programs should address literacy, critical thinking and problem-solving, communication, collaboration, and creativity and innovation, as well as aesthetic, cultural, numerical, scientific, and technological literacies. (5.1FS Educational Programs Objectives)	BCSTA member boards at General Meetings	Extraordinary motion: 2/3 ballot vote
Policy motions	Motions that support and expand Foundational Statements. Reflect context and guide the advocacy of the Association.	BCSTA adopts as policy the following principle: BCSTA supports the use of a variety of instructional strategies for addressing student differences, including...	BCSTA member boards at General Meetings Provincial Council (on interim basis)	Substantive (ordinary) motion: simple majority
*Action motions	Define an action that the Association will take, usually on a specific issue. (*Note: Action motions make up the majority of motions currently passed at AGM and Provincial Council.*)	That BCSTA urge the Ministry of Education to review the transportation funding formula....	BCSTA member boards at General Meetings Provincial Council	Substantive (ordinary) motion: simple majority

Report on Committees:

Committee	SD40 Representative appointed Jan 2019
Access Ability Advisory (AAAC)	Bruce Cunnings
ACTBiPed (non-voting)	Iain Lancaster
Community & Social Issues (CSI)	Quirina Gamblen
Emergency Advisory (EAC)	Matt Brito
Intelligent City Advisory (ICAC)	Maureen McRae-Stanger
Multiculturalism Advisory (MAC)	Karen Klein
Neighbourhood Traffic Advisory (NTAC)	Iain Lancaster
Parks & Recreation	Maryam Naser
Restorative Justice (RJC)	Laura Roberts
Youth Advisory (YAC) (non-voting)	Bruce Cunnings

Access Ability Advisory (AAAC)

Bruce Cunnings will attend his first meeting on February 28, 2019 for the Oath of Office and Introductions.

Mandate:

In order to assess improvements which would enhance the mobility and comfort of the disabled within the City and its public buildings, the role of the Access Ability Advisory Committee will be:

1. To advise City Council on matters which affect the disabled;
2. To work co-operatively with Civic Committees and Council to achieve ease of access and movement around our City and within public facilities;
3. To forward to Council, matters identified by the Committee as requiring action by the City;
4. To advise on any matters concerning the disabled which may be referred to the Committee by Council.

ACTBiPed (non-voting)

Belinda Scott attended meetings on February 7, April 18, and June 20, 2018.

Iain Lancaster will attend his first meeting on February 21, 2019 for the Oath of Office and Introductions.

Mandate:

The goal of the Committee is to help integrate walking, cycling and transit use into the transportation system that is balanced among all users and supports a socially equitable, economically viable and

environmentally friendly city. The Committee will review, advise and make recommendations to Council on policies, issues, facilities and programs regarding walking, cycling and transit use.

Focus:

The Committee's focus includes but is not limited to:

1. Development of sustainable transportation opportunities through consultation, cooperation and partnerships;
 2. Promotion of active transportation (walking, cycling, transit) for commuting, recreation and tourism for people of all ages and abilities;
 3. Enhancement of safety, security and accessibility of the transportation system for all users;
 4. Integration of transit, bicycle, pedestrian and ride share infrastructure to facilitate multimodal use of the transportation system;
 5. Planning active transportation routes from the user's perspective;
 6. Providing input on transportation and land-use planning in the context of the City's Master Transportation Plan and Official Community Plan;
 7. Providing input on regional transportation projects, plans and initiatives that impact the City;
 8. Assisting the City in prioritization of their transportation capital work programming;
 9. Identification and reduction of potential conflicts between transportation system user groups;
 10. Assisting the City with community outreach and education programs to further engage the community in active transportation.
-

Community & Social Issues (CSI)

Belinda Scott attended the CSI on May 8, 2018.

Quirina Gamblen will attend her first meeting on March 19, 2019 for the Oath of Office and Introductions.

Mandate:

The role of the Community Social Issues Committee is to promote social policies and community programs which contribute to the general health, welfare and quality of life of the residents of New Westminster. The Community Social Issues Committee shall fulfil this role by:

1. Serving as a liaison between Council, civic committees and the broader community;
 2. Advising and informing Council on the City's social development issues and community needs;
 3. Facilitating discussion and examining local social issues with the public by receiving submissions on relevant social matters from individuals or groups;
 4. Commenting on local social planning goals, objectives, policies and priorities, as determined by Council, including consideration of the social implications of the Official Community Plan;
 5. Assisting staff to monitor and identify social trends and issues in the City.
-

Emergency Advisory (EAC)

Matt Brito attended the EAC on April 18 and June 13, 2018.

Mandate:

The role of the Emergency Advisory Committee is to:



1. Provide interactive communication to and from the citizens of New Westminster and affected parties with city staff on matters of Emergency Management;
 2. Promote education, integration and training as necessary and when needed, including measures to enhance personal preparedness and business continuity;
 3. Advise council on matters as they pertain to or affect Emergency Preparedness and Emergency Management issues.
-

Intelligent City Advisory (ICAC)

Maryam Naser attended the ICAC on September 21, 2018.

Maureen McRae-Stanger attended the ICAC on December 14, 2018.

Mandate:

The role of the Intelligent City Advisory Committee is to:

1. Provide advice and guidance to staff on the development of a strategic framework and implementation of a work plan to guide the Intelligent City efforts;
 2. Advance the cause of Intelligent City initiatives through the five sub-committees: Digital Infrastructure, Innovation, Knowledge Workforce, Marketing and Advocacy and Digital Inclusion;
 3. Advocate on behalf of the broader community on the furthering of key Intelligent City indicators in New Westminster and provide support for their implementation;
 4. Promote awareness of efforts to establish New Westminster as an Intelligent City and the key benefits that accrue from this work;
 5. Act as community ambassadors on behalf of the City of New Westminster's initiative to be designated an Intelligent City;
 6. Make recommendations to City Council and report on progress of Intelligent City efforts.
-

Multiculturalism Advisory (MAC)

Karim Hachlaf attended the MAC meeting on February 28, 2018.

Karen Klein attended the MAC meetings on April 25 (as guest), June 27, September 26 and November 28, 2018.

Mandate:

The purpose of the Multiculturalism Advisory Committee is to promote multiculturalism and inter-cultural relations within the City of New Westminster and to foster engagement by all citizens in civic affairs and the community.

MAC Summary Information (submitted by K. Klein):

For 2018, items that pertained directly to the School District include:

Multicultural Festival

- held on July 1

Immigrant and Refugee Survey Report & Action Plan

- immigration and population growth in the City
-



- statistics about visible minority status and languages spoken in the City
- challenges that immigrants and refugees faced in obtaining employment, housing, medical services and general information

Reconciliation Park

- formal apology to Chinese community in 2010, resulting in reconciliation park

Newcomer Connect Day

- planned for 2019 pending funding

Welcome Centre in conjunction with new NWSS

- more details needed – to be on future agenda
-

Neighbourhood Traffic Advisory (NTAC)

Iain Lancaster will attend his first meeting on February 26, 2019 for the Oath of Office and Introductions. Upcoming SD 40 proposed Agenda Item(s): Queensborough Traffic Flow

Mandate:

The role of the Neighbourhood Traffic Advisory Committee is to advise Council regarding specific traffic-related items referred from Council for further examination.

Parks & Recreation

Maryam Naser attended meetings on September 27 and November 28, 2018.

Mandate:

1. To advise Council on parks and recreation issues referred to the Committee for further examination;
 2. To monitor ongoing aspects of the delivery of recreational services by the New Westminster Parks and Recreation Department, and, when necessary, make recommendations to Council;
 3. To advise Council on matters pertaining to the operations of the New Westminster Museum and Archives and to monitor the ongoing aspects of the delivery of services at the New Westminster Museum and Archives.
-

Restorative Justice (RJC)

Laura Roberts attended the RJC on May 29 and September 25, 2018.

Mandate:

The role of the Restorative Justice Committee is to provide assistance in expanding the use of restorative justice in New Westminster, as well as oversight for the funds that the City provides to Communities Embracing Restorative Action (CERA). The Restorative Justice Committee shall fulfil this role by:

1. Advising and informing Council on CERA's activities in New Westminster;
 2. Facilitating discussion and suggestions regarding the use of restorative action;
-



3. Helping to increase the visibility of CERA and restorative action as an alternative to the traditional justice system for non-violent crime and youth crime, including bullying and cyber bullying.

RJC Summary Information (submitted by L. Roberts):

Most of the work of the Committee this past year focused on alternate courts and the First Nations Court of BC, as well as a motion brought to council, on February 2, 2019 to fund and expand the Indigenous Court System.

The Committee learned about the First Nations Court in New Westminster from Judge Garth Smith who did a presentation to the Committee in September. Committee members attend a court session to experience first-hand what the court is like. Committee members attended the First Nations Court in November and in December. It was a very valuable experience in learning about alternate courts and support for First Nations offenders. This is the only court of its kind in Canada.

The First Nations Court is an alternate court that offenders who plead guilty, can choose for their sentencing. This court is unique in many ways and the sentencing process includes a smudging ceremony, attendance of elders, family and community support members. A holistic plan of healing is included in the sentencing process and the court monitors its offenders along their learning and healing journey. There are many success stories coming out of this alternative to sentencing that includes the “Gladue Report”. This report is a type of pre-sentencing and bail hearing statement that a court can request which considers the Aboriginal background and family history of the defendant.

Committee participation was a moving and hopeful experience highlighting alternate ways to sentence and find restorative justice for Aboriginal offenders.

Youth Advisory (YAC) (non-voting)

Bruce Cummings attended the Youth Advisory Committee on November 22, 2018 for the Oath of Office and Introductions.

Mandate:

1. To act as a resource to City Council on issues affecting youth in New Westminster;
 2. To provide the youth viewpoint to City Council on issues such as community safety, health, recreation, employment and environment;
 3. To take any action in accordance with Council’s request regarding youth in the community;
 4. To encourage an understanding by youth of Municipal government;
 5. To provide the opportunity for the community to become aware of the positive elements of our youth.
-



Supplement to: **REGULAR SCHOOL BOARD MEETING**

Date: February 26, 2019

Submitted by: Maureen McRae-Stanger, Director of Instruction – Learning & Innovation

Item: **Requiring Action** **Yes** ☐ **No** ☒ **For Information** ☒

Subject: The Early Action Initiatives Grant-Leading Mentally Healthy Schools in BC

Background

The New Westminister School District has been awarded an **Early Action Initiatives Grant (EAI)** in the amount of \$33,000 to support mental health and well-being promotion in our school community.

The intention of this funding is to support school districts in designing action plans to develop an evidence-based, inclusive approach for promotion of mental health and wellness. This is a starting point for developing an integrated and sustainable mental health infrastructure which considers the approaches of Social and Emotional Learning, Mental Health Literacy and Trauma Informed Practice.

The Grant process requires the District to submit, by March 15, a preliminary action plan outlining how the funds will be spent during this school year. In order to promote student well being, the District is focussing on Social/Emotional Learning (SEL) and Mental Health Literacy (MHL). Details of each initiative are provided below.

New Westminister School District Preliminary Action Plan

Based on MDI and Student Learning Survey data, as well as staff consultation, the District is proposing the promotion of Social Emotional Learning through the implementation of a school wide program. An SEL Program would entail explicitly teaching students social and emotional skills and providing early intervention when necessary. SEL programs foster a sense of belonging, mindfulness, empathy, self-regulation, connection with adults and self-advocacy. The District has identified several research based, SEL Programs and a selection will be made in the coming weeks. Once a program is identified, training and implementation will begin at selected school sites.

Mental Health Literacy (MHL)

The District is proposing system wide training on Mental Health Literacy through the work of Dr. Stan Kutcher (Dalhousie University) and Andrew Baxter (Alberta Health Authority). Their highly successful, research-based curriculum “Teen Mental Health” is currently being taught to all Grade 9 students at NWSS, as well as in many other school Districts in BC and across Canada.

This training provides educators with an essential understanding of mental health as it pertains to themselves and their students. Participants are trained to understand the science of the brain and the causes, symptoms and possible treatments for a variety of mental health disorders. Providing educators with mental health literacy training has been proven to reduce stigma and promote early intervention and support.

Andrew Baxter will be visiting New West Schools for 3 days in early April to provide training to administrators, counsellors, teachers and support workers. He will provide 2 full days of basic MHL training for up to 60 people each day and an additional half day for 30 educators to learn how to use the six curriculum modules in the “Teen Mental Health” program. To promote consistency, Mr. Baxter will also give an evening presentation for parents and community members.