

**BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
EDUCATION POLICY AND PLANNING COMMITTEE
AGENDA**

Tuesday, September 14, 2021

5:00 pm

[Via Webex](#)

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

			Pages
1.	<u>Approval of Agenda</u>	5:00 PM	
Recommendation: THAT the agenda for the September 14, 2021 Education Policy and Planning Committee meeting be adopted as distributed.			
2.	<u>Presentations</u>	5:05 PM	
	a. Fraser River Middle School		
3.	<u>Comment and Question Period</u>	5:15 PM	
4.	<u>Student Voice</u>	5:20 PM	
5.	<u>Reports from Senior Management</u>	5:20 PM	
	a. 2021-22 Board Annual Workplan - Board Policy 2 - Appendix A (K. Hachlaf & M. Naser)	5:30 PM	3
Recommendation: THAT the Education Policy & Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to adopt the School District No. 40 (New Westminster) revised Board Policy 2 - Appendix A: Board Annual Workplan for 2021-2022.			
	b. Preliminary Enrolment Update (Written) (M.Naser)		7

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|----|---|---------|
| 6. | <u>New Business</u> | 5:50 PM |
| | a. School Trustee Assignments (Verbal) (G. Dhaliwal) | |
| 7. | <u>General Announcements</u> | 6:00 PM |
| | National Day of Truth and Reconciliation - September 30 | |
| | World Teachers' Day - October 5 | |
| 8. | <u>Adjournment</u> | 6:15 PM |

BOARD ANNUAL WORKPLAN

September

Regular Board Meeting Agenda Items

- Approve Annual Board Work Plan – Education Committee
- Review audit report and management letter – Operations Committee
- Approve the audited financial statements and review audit reports - Operations
- Approve appointment or reappointment of auditor - Operations
- Consider Motions to BCSTA - Operations
- Receive Executive Compensation Disclosure Statement

Events

- National Day of Truth and Reconciliation – September 30
- Recognize World Teachers' Day – October 5

October

Regular Board Meeting Agenda Items

- Review Strategic Direction
- Surplus Appropriation Approval
- Review Class Size Report

Events

- Represent Board at BCPSEA Symposium
- Represent Board at BCSTA Provincial Council Meeting (October 22-23, 2021)
- World Teachers' Day – October 5

November

Regular Board Meeting Agenda

- Review International Program Report – Education Committee
- Review and Approve Board Authorized Courses - Education
- Approve Budget Development Process and Timelines – Operations Committee
- Receive Statement of Financial Information (SOFI) Report
- Elect Chair/Vice-Chair
- Chairs Annual Report

Events

- BCSTA Trustee Academy (December 2 – 4, 2021)
- Remembrance Day Ceremonies, November 11

December

Regular Board Meeting Agenda Items

- Receive School Learning Plans to be presented to the Board annually by the Superintendent
- Approve trustee school liaison assignments
- Make Trustee appointments to committees and community liaison groups

Events

- Discover New Westminster Schools 2022 – January 11, 2022

January

Regular Board Meeting Agenda Items

- Review Career Programs Report - Education
- Review Recommended 2-year District Calendar – Education
- 2022-2023 Budget Process Update – Operations (ongoing)
- Annual Trustee Remuneration Review – Operations & Regular Open Board Meeting
- Review Board Policy Handbook
- Provide direction through our Board representative to BCSTA Provincial Council Meeting regarding provincial policy matters
- Review policy positions for submission to BCSTA Annual General Meeting
- Distributed Learning & Continuing Education Report – Board

Events

- Discover New Westminster Schools 2022 – January 11, 2022
- Represent Board at BCPSEA AGM (January)
- Represent Board at BCSTA Provincial Council Meeting (February)

February

Regular Board Meeting Agenda Items

- Review Student Learning/Welfare Accountability Report – reference Policy 12 – Education Committee
- Approve Amended Budget for Current Fiscal Year
- 2022-2023 Budget Process Update – Operations (ongoing)
- Review Report on Aboriginal Education Including Progress Update on Implementation of the Truth and Reconciliation Commission's Calls to Action – Operations
- Report on Committees – SD40 Staff Representative

Events

- Aboriginal Education Report – Student Welfare Report
- BCSTA Provincial Council Meeting – February
- Pink Shirt Day – February 23

March**Regular Board Meeting Agenda Items**

- Approve District Calendar
- 2022-2023 Budget Process Update – Operations (ongoing)

Events

- Attend and participate in BCSTA Provincial Council & AGM – April
- District Volunteer Recognition – April 24-30, 2022
- Recognize Administrative Professionals' Day – April 27, 2022
- National Day of Mourning – April 28

April**Regular Board Meeting Agenda Items**

- Approve Budget for upcoming fiscal year
- Approve Calendar for Board and Committee meetings

Events

- Attend and participate in BCSTA Provincial Council & AGM – April
- District Volunteer Recognition – April 24-30, 2022
- Administrative Professionals' Day – April 27, 2022
- National Day of Mourning – April 28

May**Regular Board Meeting Agenda Items**

- Superintendent/CEO evaluation and Board evaluation
- Approve school fees
- Approve terms of engagement with auditor and audit plan
- Review Sexual Orientation and Gender Identity (SOGI) Report
- Review Sanctuary Schools Report
- Review 5-year Capital Plan – In-Camera Board

Events

June**Regular Board Meeting Agenda Items**

- Approve 5-year Capital Plan & Bylaw
- Approve Annual Facilities Grant Spending Plan
- Receive Audit Planning Report
- Review/Approve signing authorities

Events

- Host employee Retirement Dinner Ceremony

July/August

- Meetings to be scheduled as needed

As Required

- Attend trustee development/orientation sessions
- Attend Board Liaison meetings as outlined in the Trustee calendar
- Attend school functions (as invited)
- Represent Board at BCSTA Metro Branch Meeting
- Advance Board Positions through BCPSEA
- Meetings with elected officials
- Hear appeals as needed
- Review the District Strategic Plan
- Make disbursements from Capital Reserve Fund
- Approve tender selection for contracts
- Declare facilities surpluses to general school needs
- Approve disposition and acquisition of real property (lands and buildings)
- Ratify memoranda of agreement with bargaining units
- Ratify Collective Agreements

Monthly/Quarterly

- Operations Update (capital projects, legal, contracted management services, financial variances, budget updates and significant tendering awards) (Monthly Operations)
- Human Resources Update (Staffing) (Monthly Board In-Camera)
- Non-Replacement Data (Staffing) (Quarterly Operations)
- Student Withdrawal & New Registration Report (Quarterly In-Camera & Open Board)

Legal Reference: Sections 65, 74, 74.1, 75, 75.1, 76.1, 76.3, 76.4, 77, 79.2, 82, 82.1, 84, 85, 86, 96, 112, 112.1, 113, 145, 147, 158 School Act

SD No. 40 (New Westminster)

Adopted: May 30, 2017

*Revised: September 28, 2021
September 29, 2020
September 24, 2019
September 25, 2018*



Supplement to: REGULAR SCHOOL BOARD MEETING

Date: September 9, 2021

Submitted by: Maryam Naser, Associate Superintendent

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

Subject: Enrollment Report as at September 9, 2021

Background:

The following table reflects enrollment numbers for the current 2021/2022 school year. Please note these initial enrolment numbers will likely fluctuate as we approach the 1701 deadline. As a comparison, the enrollment numbers from the 2020/2021 year are included.

Overall FTE District Enrollment	2021-2022 (FTE)	2020-2021 (FTE)	Difference
Lord Kelvin Elementary	529	486	+43
Herbert Spencer Elementary	502	471	+31
Richard McBride Elementary	414	419	-5
Lord Tweedsmuir Elementary	361	354	+7
FW Howay Elementary	115	117	-2
Connaught Heights Elementary	146	154	-8
Queen Elizabeth Elementary	448	426	+22
Qayqayt Elementary	567	522	+45
Glenbrook Middle School	685	685	0
Fraser River Middle School	564	539	+25
Queensborough Middle School	362	350	+12
New Westminister Secondary	1810	1717	+93
Total K-12 Regular 1701	6503	6240	+263
Sigma	52	36	+16
Power	53	41	+12
Royal City	13	20	-7
Total Alternate	118	97	+21
New Westminister On-Line	TBD	TBD	
New Westminister Continuing Ed	TBD	TBD	
Total Continuing Education, On-Line	TBD	211.9	TBD
HLP (Hume Park)	119	140	-21
Total Home Learners	119	140	-21
Total	6740	6477	+263

*Additional divisions added at Howay & Lord Tweedsmuir