New Westminster Schools

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

Tuesday, May 24, 2022, 7:00 pm
Via Webex Livestream

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. **ADOPTION OF THE AGENDA** 7:00 PM

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the May 24, 2022 Regular School Board meeting.

2. **APPROVAL OF THE MINUTES** 7:05 PM

a. Minutes from the Open Meetings held:

April 26, 2022 Regular Meeting 6

May 10, 2022 Special Open Board Meeting 14

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the April 26, 2022 Regular School Board meeting and the May 10, 2022 Special Open Board Meeting.

b. Business Arising from the Minutes

3. COMMENT & QUESTION PERIOD FROM VISITORS 7:10 PM

DPAC

CUPE

NWTU

4. BOARD COMMITTEE REPORTS

a. Education Policy & Planning Committee, May 10, 2022 7:20 PM

i. Comments from the Committee Chair, Trustee Beattie

ii. Approval of the May 10, 2022 Education Policy and Planning Committee Minutes 16

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the May 10, 2022 Education Policy & Planning Committee meeting.

b. Operations Policy & Planning Committee, May 10, 2022 7:30 PM

i. Comments from the Committee Chair, Trustee Connelly

ii. Approval of the May 10, 2022 Operations Policy and Planning Committee Minutes 19

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the May 10, 2022 Operations Policy & Planning Committee meeting.

iii. Expanding Before and After School Childcare

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster), direct staff to create a report that looks at options to increase childcare spaces in our schools and explore the feasibility of using school-based part-time staff to offer before & after school care. This report should include examples of costs analysis, input from stakeholders, discussions with the Ministry of Education and Childcare, discussions with districts that have implemented this model, and other relevant information, and be reported at the October 4, 2022 Operations Policy & Planning Committee meeting.

5. REPORTS FROM SENIOR MANAGEMENT

a. Superintendent Update (K. Hachlaf) 7:40 PM 23

b. 2022-2023 Budget Bylaw - 3rd and Final Reading (B. Ketcham) 7:50 PM 29

Recommendation:
THAT the Board of Education of School District 40 (New Westminster) approve THIRD, reconsideration and final reading of the 2022-23 Budget Bylaw in the amount of $92,696,368 as presented.

i. 2022-23 Preliminary Budget Companion Guide 45

c. School Site Acquisition Charge Bylaw 2022-1 (B. Ketcham) 8:00 PM 65

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) complete all three readings of SSAC Bylaw No. 2022-1.

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve first and second reading of SSAC Bylaw No. 2022-1.

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve third reading, reconsideration and final adoption of SSAC Bylaw No. 2022-1.

d. Trustee Elections Bylaw (B. Ketcham) 8:10 PM 67

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) complete all three readings of Trustee Elections Bylaw No. 2022-TE-SD40-01.

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve first and second reading of Trustee Elections Bylaw No. 2022-TE-SD40-01.

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve third reading, reconsideration and final adoption of Trustee Elections Bylaw No. 2022-TE-SD40-01.

e. Eligible School Site Proposal 2022-23 (B. Ketcham) 8:20 PM 70

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approves the 2022-23 Eligible School Site Proposal (ESSP) through adoption of the 2022-23 ESSP Resolution.

f. 2022-2023 School Fees (M. Naser) 8:35 PM 75

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approval of the 2022-2023 School Fees as presented.

6. NEW BUSINESS 8:45 PM

7. TRUSTEE REPORTS 8:50 PM

8. QUESTION PERIOD (15 Minutes) 9:00 PM

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

9. NOTICE OF MEETINGS 9:15 PM

Tuesday, June 7, 2022: Education Policy & Planning Committee, 3:30 pm - NWSS

Tuesday, June 7, 2022: Operations Policy & Planning Committee, 6:30 pm via Webex

Tuesday, June 21, 2022: School Board Meeting, 7:00 pm - Via Webex

Reminder:

Asian Heritage Month - May

BC Child Care Month - May

National Indigenous History Month - June

Pride Month - June

Tuesday, June 14, 2022: Annual Retirement Dinner, 6:00 pm - TBD

National Indigenous People's Day - June 21

10. REPORTING OUT FROM IN-CAMERA BOARD MEETING 9:20 PM

a. Record of the April 26, 2022 In-Camera Meeting 77

11. ADJOURNMENT 9:25 PM

New Westminster Schools

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

Tuesday, April 26, 2022, 7:00 PM
Via Webex Livestream

PRESENT	Gurveen Dhaliwal, Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Vice-Chair	Bettina Ketcham, Secretary-Treasurer
	Anita Ansari, Trustee	Maryam Naser, Associate Superintendent
	Mary Lalji, Trustee	Robert Weston, Executive Director, Human Resources
	Danielle Connelly, Trustee	Guests:
	Mark Gifford, Trustee	Members of the Public
	Maya Russell, Trustee	Dave Bollen, President CUPE Local 409
		Kathleen Carlsen, DPAC Chair
		Dave Crowe, Director, Capital Projects
		Amy Grey, Assistant Secretary-Treasurer
		Kristen Keighley-Wight, Communications Manager
		Laura Kwong, DPAC
		Julie MacLellan, Reporter, New Westminster Record
		Connie Swan, District Vice Principal Indigenous Education
		Sarah Wethered, President NWTU
		Leanne Sojka, Recording Secretary

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1. ADOPTION OF THE AGENDA

The Chair called the meeting to order at 7:00 pm.

2022-021
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the April 26, 2022 Regular School Board meeting as amended.

CARRIED UNANIMOUSLY

2. APPROVAL OF THE MINUTES

a. Minutes from the Open Meeting held:

i. March 8, 2022 Regular Open Meeting

2022-022
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the March 8, 2022 Regular School Board meeting.

CARRIED UNANIMOUSLY

b. Business Arising from the Minutes

Nil.

3. PRESENTATIONS

a. Sarah Wethered, President NWTU & Dave Bollen, President CUPE Local 409, New Westminster & District Labour Council, National Day of Mourning.

Sarah and Dave on behalf of the New Westminster District Labour Council read a statement in commemoration of the National Day of Mourning. For the full statement, please refer to the meeting video [02:50 mark].

b. 2022-23 Preliminary Budget Stakeholder Presentations

2022-23 Preliminary Budget Stakeholder Presentations. To view the presentations please refer to the meeting video [11:10 mark].

i. District Parent Advisor Council

DPAC feels the lack of funding from the Provincial government is a major cause for concern. Feedback from parents and caregivers was received. Based on this feedback, the following areas that require support and funding are:

- Student safety – gender-based violence
- academic support programs – accessibility for diverse and English language learners
- Enriched school experiences – support for field trip bus transportation along with continued support for arts and music
- Custodial staff – increased cleaning during school operating hours
- Before and after school childcare
- Transportation – funding for safe transportation from Queensborough to Fraser River Middle and NWSS along with a review of crossing guards

ii. Canadian Union of Public Employees

Dave Bollen, President CUPE Local 409 shared the Local's priorities:

- Daytime custodians – need to bring them back
- The Local very much supports Indigenous graduation requirements for students and wants to ensure proper execution that would include appropriate resources to support the curriculum requirements
- Education Assistants should be full time like other positions in the District
- Recruitment and retention
- Displaced clerical staff have from last year's reductions

iii. New Westminster Teachers' Union

Sarah Wethered, President NWTU highlighted the results of the survey that was delivered to their members and identified the Local's priorities:

- Classroom needs – student laptop and assisted technology as well as textbooks in print and online as well as resources for the new Indigenous graduation requirements
- School needs - District laminator and photocopier. Elementary schools would all like beautiful outdoor spaces as well as PE equipment
- Staffing concerns – full time Education Assistants to alleviate their need for second jobs and assist with recruitment and retention; full time daytime custodians; increased number of non-enrolling teachers; counsellors to help with the mental health of students; music education for all students K – 5
- District concerns – heat pumps in all schools; greener snow removal equipment and more snowplows; permanent site for POWER and RCAP; District funding for school libraries

iv. Indigenous Education Committee - Connie Swan

Connie Swan, District Vice Principal Indigenous Education shared the Committee's priorities came from a consultative and collaborative process of stakeholders from the Indigenous Education team, Advisory team, and the New Westminster Senior Secondary School Reconciliation Committee. They following priorities were identified:

- Maintain current staffing of six Indigenous support workers, one youth care worker, one Indigenous graduation coach and one vice principal indigenous education
- Provide curriculum support – including professional development opportunities, resources, and curricular materials
- Continue to move forward on equity and action initiatives – implementation of an elder residence knowledge program, Indigenizing spaces, new program offering, continuation of Qayqayt honouring.

v. Student Voice - Summary of Symposium Discussion Topics

Students Sam Killawee, Shantei Leal and Makena Thomas shared highlights of the general feedback that was received from the Student Symposium held April 14.

Anti-Racism: Schools could offer more diverse curriculum, more clubs and better representation in learning resources. The District could offer more professional development and resources for teachers and teachers and TTOC's could be reminded to be sensitive to name pronunciation.

Technology: Schools could ensure all subject areas and departments have access to technology. The District could offer more laptops and newer and better-quality technology, reliable, faster Wi-Fi and support for those students who cannot bring their own devices.

Climate Action: Schools can share more dialogue and optimism across the curriculum, provide awareness to dispose of items and more vegan/vegetarian options in the servery. the District could provide guest speakers and clarify for students, what the District's climate action goals are.

Mental Health & Supports: The most urgent concerns were around the grade 12 CLC course, online classes, homework, mental illnesses and eating disorders. Schools could provide a variety of support on an academic level as well as a health and wellness level. The District could bring in external experts to help educate and inspire as well as the District could provide equity around IEP.

Trustee Lalji put forward the following motion:

Moved

THAT the Board of Education of School District No. 40 (New Westminster direct staff to provide a report to the Board of Education by the May 10, 2022 Operations Policy & Planning Committee Meeting to outline the financial savings as a result of the discontinuation of the daytime custodial staff working in our facilities and the implementation of the afternoon custodial working-hours.

MOTION NOT SECONDED

Chair Dhaliwal confirmed the existing frameworks that are in place to hear the various Stakeholders budgetary concerns.

Discussion and gratitude followed.

4. COMMENT & QUESTION PERIOD FROM VISITORS

Sophie Hansen, Grade 12 student shared the feedback from Safety Education Advocacy and Supports *(*SEAS) club, previously called Safety in Schools (SIS) club.

Extensive discussion followed. Following various comments on student safety and culture at the high school, it was noted that Associate Superintendent Naser will meet with Principal MacLeod tomorrow, April 27. Associate Superintendent Naser confirmed the June 7 Education Policy & Planning Committee meeting will take place at NWSS where Principal MacLeod will share examples on student leadership and initiative around student safety and school culture. Participation is encouraged.

DPAC: Laura Kwong highlighted questions still outstanding regarding special needs funding, transportation issues for students, desire to know more about what the new CYLO strategy looks like and concerns about the new foods guidelines.

CUPE: Dave Bollen, President, CUPE Local 409 shared that CUPE is in the mid-stages of provincial bargaining. There is a stall in the social sector whereby unions have collaborated on a campaign to create more awareness on how the social sector provided their support during the pandemic.

NWTU: Sarah Wethered, President NWTU shared 10 members attended the equity audit workshop. Follow up will occur June 2. A nomination meeting will occur on Tuesday, May 3. If any nominations are contested, elections will be held May 5. An in-person retirement tea will take place June 9. A successful ratification vote occurred today on the NWTU Local Matters Agreement.

Trustee Lalji put forward the following motion:

2022- 023
Moved and Seconded

THAT the Board of Education of SD No. 40 (New Westminster) have a meeting with Student Trustees and students who have spoken tonight regarding this safety culture should be meeting this week or next week at the latest depending on their schedule.

MOTION NOT CARRIED

Discussion ensued. Clarity was provided on follow up next steps with student and administration at the high school.

5. CORRESPONDENCE

Nil.

6. BOARD COMMITTEE REPORTS

a. Education Policy & Planning Committee, April 12, 2022

i. Comments from the Committee Chair, Trustee Beattie

Trustee Beattie referenced the fabulous Skwo:wech presentation, what was planned for the April 14 Student Symposium as well as a follow-up after the event.

ii. Approval of the April 12, 2022 Education Policy and Planning Committee Minutes

2022-024
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the April 12, 2022 Education Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

b. Operations Policy & Planning Committee, April 12, 2022

i. Comments from the Committee Chair, Trustee Connelly

Nil.

ii. Approval of the April 12, 2022 Operations Policy and Planning Committee Minutes

2022-025
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the April 12, 2022 Operations Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

iii. 2022-23 Capital Plan Bylaw Response

2022-026
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) complete all three readings of Capital Bylaw No. 2022/23-CPSD40-01.

CARRIED UNANIMOUSLY

2022-027
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve first and second reading of Capital Bylaw No. 2022/23 – CPSD40-01.

CARRIED
1 Opposed

2022-028
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve third reading, reconsideration, and final adoption of Capital Bylaw No. 2022/23 – CPSD40-01.

CARRIED
1 Opposed

7. REPORTS FROM SENIOR MANAGEMENT

a. Superintendent Update (K. Hachlaf)

Superintendent Hachlaf provided an update to the 2022-23 budget planning. He shared there will be a prioritization process that aligns with the Strategic Plan which will advance the District's collective priorities. More broadly, student, staff, and parent input from the recent budget survey are currently being reviewed. Staff was highly engaged in several diverse development activities during the April 14 professional development day and were able to successfully develop inclusive strategies to use within their classrooms. Following the Bakau report, ongoing engaging work is occurring, professional staff development, review of policies and procedures and an intensified review on incident reporting is occurring to ensure the process is a safe, supportive, and inclusive place for students and staff to report incidents. Broader training will be unpacked this year and next as recommendations from the Bakau report are implemented.

b. 2022-2023 Budget Survey Results (B. Ketcham)

Secretary-Treasurer Ketcham reviewed the graph results of the 1026 responses received for the 2022-23 Budget Survey.

8. NEW BUSINESS

a. Sanctuary Schools Report (Trustee Russell)

Trustee Russell presented the annual Sanctuary Schools Policy Review Report. The review is a new template that will be provided annually in the Spring to address misconceptions or myths around students living in the community with precarious or no immigration status. During the 2020-21 school year, there were six students of five families registered and seven students of five families registered for the 2021-22 school year - all are fully funded by the Ministry. New Westminster Schools is the first BC district to introduce a Sanctuary Schools Policy and the communication of "access to all" has been clearly stated within the Policy. She noted that training and education of staff is essential to ensure the Policy is understood at the school level. Recommendations moving forward were reviewed.

b. Postponed Motion from April 12, 2022 Operations Policy & Planning Committee Meeting - Board and Committee Meeting Calendar - September 2022 to June 2023 (Chair Dhaliwal)

i. Revised Option 2 Board and Committee Meeting Calendar September 2022 to June 2023

Chair Dhaliwal presented the revised option 2 Board and Committee Meeting Calendar.
Discussion followed.

2022-029
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the Board and Committee Meeting Calendar 2022-2023 Revised Option 2 as presented.

CARRIED
1 Opposed

9. TRUSTEE REPORTS

Trustees shared details of the events they attended in April.

Chair Dhaliwal put forward the following motion:

2022-030
Moved and Seconded

THAT the Board of Education of SD No. 40 (New Westminster) extend the Board of Education meeting.

CARRIED UNANIMOUSLY

10. QUESTION PERIOD (15 Minutes)

The public was given the opportunity to ask questions on matters that arose during the meeting. Please refer to the meeting video [2:33:46] for full comments.

11. NOTICE OF MEETINGS

Tuesday, May 10, 2022 Education Policy & Planning Committee, 5:00 pm - via Webex

Tuesday, May 10, 2022 Operations Policy & Planning Committee, 6:30 pm - via Webex

Tuesday, May 10, 2022 Special Open Board Meeting, 8:45 pm - via Webex

Tuesday, May 24, 2022: In-Camera Board Meeting, 6:00 pm - via MS Teams

Tuesday, May 24, 2022 School Board Meeting, 7:00 pm - via Webex

Reminder:

District Volunteer Recognition - April 24 - 30

Administrative Professionals' Day - April 27

National Day of Mourning - April 28

Asian Heritage Month - May

BC Child Care Month - May

Principals and Vice-Principals Appreciation Day - May 1

Red Dress Day and the National Day of Awareness for Missing and Murdered Indigenous Women and Girls - May 5

International Day Against Homophobia, Transphobia and Biphobia - May 17

12. REPORTING OUT FROM IN-CAMERA BOARD MEETING

a. Record of the March 8, 2022 In-Camera Meeting

13. ADJOURNMENT

The meeting adjourned at 9:48 pm

____

Chair

____

Secretary-Treasurer

New Westminster Schools

MINUTES OF THE SPECIAL OPEN BOARD MEETING OF THE NEW WESTMINSTER BOARD OF EDUCATION

Tuesday, May 10, 2022, 8:30 PM
Via Webex Livestream

PRESENT	Gurveen Dhaliwal, Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Vice-Chair	Bettina Ketcham, Secretary-Treasurer
	Anita Ansari, Trustee	Maryam Naser, Associate Superintendent
	Danielle Connelly, Trustee	Robert Weston, Executive Director Human Resources
	Mark Gifford, Trustee	Guests:
	Mary Lalji, Trustee	Members of the Public
	Maya Russell, Trustee	Dave Bollen, President CUPE Local 409
		Dave Crowe, Director Capital Projects
		Amy Grey, Assistant Secretary-Treasurer
		Kristen Keighley-Wight, Communications Manager
		Julie MacLellan, Reporter, New Westminster Record
		Sarah Wethered, President NWTU
		Kathleen Carlsen, DPAC Chair
		Mark Layzell, Manager Operations & Transport
		Ken Millard, Principal Lord Kelvin
		Leanne Sojka, Recording Secretary

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1. ADOPTION OF THE AGENDA

The Chair called the meeting to order at 8:27 pm.

2022-031
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the May 10, 2022, Special Open Board meeting.

CARRIED UNANIMOUSLY

2. 2022-2023 BUDGET BYLAW - READING 1 & 2

2022-032
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve FIRST and SECOND reading of the 2022-2023 Budget as presented.

CARRIED UNANIMOUSLY

3. ADJOURNMENT

The meeting adjourned at 8:28 pm

Chair

Secretary-Treasurer

New Westminster Schools

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

Tuesday, May 10, 2022, 5:00 PM
Via Webex Livestream

PRESENT	Gurveen Dhaliwal, Chair Dee Beattie, Vice-Chair Anita Ansari, Trustee Danielle Connelly, Trustee Mark Gifford, Trustee Mary Lalji, Trustee Maya Russell, Trustee	Karim Hachlaf, Superintendent Bettina Ketcham, Secretary-Treasurer Robert Weston, Executive Director Human Resources Maryam Naser, Associate Superintendent Guests: Members of the Public Tanis Anderson, District VP Early Learning Kathleen Carlsen, Chair, DPAC Bruce Cunnings, Director Instruction, Learning Services Amy Grey, Assistant Secretary-Treasurer Kristen Keighley-Wight, Communications Manager Jeanne Kentel, Teacher, FW Howay Mark Layzell, Manager Operations & Transport Julie MacLellan, Reporter, New Westminster Record Maureen McRae-Stanger, Director, Instruction Learning & Innovations Marian Schellenberg, VP, NWSS Kai Smith, Teacher/SOGI Lead Sarah Wethered, President, NWTU

Committee Chair Beattie recognized and acknowledged 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.

1. ADOPTION OF THE AGENDA

Chair Dhaliwal provided a comprehensive statement regarding comments and accusations that were made at the April 26, 2022, Open Board meeting.

The meeting was called to order at 5:07 pm

Moved and Seconded

THAT the agenda for the May 10, 2022, Education Policy and Planning Committee meeting be adopted as distributed.

CARRIED UNANIMOUSLY

2. PRESENTATION

a. F.W. Howay Elementary

Principal Sarah Phelan introduced the F.W. Howay Elementary School presentation and video. To view the full presentation, click here [8:10 mark]

3. COMMENT AND QUESTION PERIOD

Nil.

4. STUDENT VOICE

Due to scheduling conflicts, students were unable to attend.

5. REPORTS FROM SENIOR MANAGEMENT

a. SOGI Update (K. Smith, M. McRae-Stanger, M. Schellenberg)

Teacher and SOGI Lead, Kai Smith provided an introduction to the SOGI Update. They thought it was important to connect with staff as caring, compassionate professionals who are passionate about supporting youth. The SOGI focus is equity, inclusion and diversity. Kai provided statistics on 2SLGBTQ+ students at NWSS. Using data retrieved from Ipsos and the Bakau Consulting JEDI report, they provided a statistical number of NWSS students who identify as transgender/non-binary (80 students) or identify as not straight (560 students).

Highlights of the SOGI work include:

- Student Voices: NWSS GSA - anonymous suggestions submitted on sticky notes
- SOGI School Leads Meetings - increased confidence among teachers and new inclusive lessons
- GSA/Diversity Clubs
- New Resources
- Parents' Night Out SOGI event which took place May 5
- Continued Cooperation with Burnaby - IDAHAT virtual celebration taking place May 17
- Pronouns and Names Process at NWSS - a "getting to know you" questionnaire that facilitates teachers better supporting students
- Universal Washroom Timeline along with revised signs and education

Trustees shared their appreciation for the SOGI work and support it provides students.

b. New Westminster Schools and NWPD (M. McRae-Stanger)

Director Instruction, Learning & Innovation McRae-Stanger shared the New Westminster Schools and New Westminster Police Department (NWPD) update.

Highlights include:

- A Transition Plan identifying four key directives that will guide the ongoing relationship between the District and NWPD
- Communication and support are the two key aspects of this relationship and centre to the Transition Plan

- Communication Process on Non-Emergency Matters – clear communication to ensure gaps are eliminated
- Accessing Police Support – three separate supports which include emergency situations, emerging situations, and a referral process (prevention, intervention, training, and education)

Discussion followed.

c. Nutrition Guidelines (T. Anderson)

District Vice Principal Anderson provided her report on the updated, proposed BC School Food Guidelines which are intended to support a healthy school food environment. She confirmed the proposed 2022 guidelines are not mandatory nor are they intended to support student food and nutrition curriculum. The proposed guidelines identify one of two categories: foods to offer, serve or sell and foods to avoid. The Ministry is currently gathering data and expects the 2022 guidelines to be launched sometime next year.

d. 2022-2023 School Fees (M. Naser)

Trustee Beattie put forward the following motion:

Moved and Seconded

THAT the Education Policy and Planning Committee move the 2022-2023 School Fees Report and Recommendation to the May 24, 2022 Regular Open Board meeting.

CARRIED UNANIMOUSLY

6. ADJOURNMENT

The meeting adjourned at 6:19 pm

New Westminster Schools

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

Tuesday, May 10, 2022, 6:30 PM
Via Webex Livestream

PRESENT	Gurveen Dhaliwal, Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Vice-Chair	Bettina Ketcham, Secretary-Treasurer
	Anita Ansari, Trustee	Maryam Naser, Associate Superintendent
	Mary Lalji, Trustee	Robert Weston, Executive Director – Human Resources
	Danielle Connelly, Trustee	Guests:
	Maya Russell, Trustee	Members of the Public
	Mark Gifford, Trustee	Dave Bollen, President CUPE Local 409
		Kathleen Carlsen, DPAC Chair
		Dave Crowe, Director Capital Projects
		Bruce Cunnings, Director Instruction Learning Services
		Amy Grey, Assistant Secretary-Treasurer
		Kristen Keighley-Wight, Communications Manager
		Laura Kwong, DPAC
		Mark Layzell, Manager Operations & Transport
		Julie MacLellan, Reporter, New Westminster Record
		Ken Millard, Principal Lord Kelvin
		Sarah Wethered, President, NWTU
		Leanne Sojka, Recording Secretary

Committee Chair Connelly recognized and acknowledged 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.

1. ADOPTION OF THE AGENDA

The meeting was called to order at 6:29 pm.

Moved and Seconded

THAT the agenda for the May 10, 2022, Operations Policy and Planning Committee meeting be adopted as distributed.

CARRIED UNANIMOUSLY

2. COMMENT & QUESTION PERIOD FROM VISITORS

Nil.

3. REPORTS FROM SENIOR MANAGEMENT

a. Capital Projects Update

i. NWSS and Skwo:wech Decommissioning

Director Capital Projects Crowe provided updates to the decommissioning of the old NWSS and Skwo:wech school buildings. The contractor for the NWSS decommissioning will produce a schedule, final documentation to meet the City of New Westminster's demolition permit requirements and will commence stakeholder engagement. It is anticipated at this time that the decommissioning process will take nine months. The abatement of the old Skwo:wech building is almost complete. The District is awaiting a final issuance permit from the City of New Westminster. Phase 2 will follow and includes parking lot relocation and landscaping with a completion target date of January 2023.

b. Operations Update

i. Operations Report May 2022

Secretary-Treasurer Ketcham provided highlights.

ii. Financial Forecast to June 30, 2022

Secretary-Treasurer Ketcham provided an overview of the District's financial forecast to June 30.

As of April 30, a deficit of $1.3M was reported. A June 30 projection of $1.9M is above the anticipated deficit approved in the Amended Budget passed in February which is predominantly a result of deficits in special purpose of approximately $333K.

Questions and discussion followed.

iii. Technology Information Services Update

Associate Superintendent Naser provided an update on the Technology Infrastructure Services (TIS) budget. The District technology steering committee is composed of District staff, members of the TIS team, principals, and vice principals from each school level, each providing valuable input on emerging technology needs and budget. She thanked the pivoting work done by the small TIS team over the past two years who deployed devices, procured new devices, supported teachers and parents, accessing WiFi and software. Technology budget breakdowns were provided for each of the 2021/22 and 2022/23 school years.

Questions and discussion followed.

c. 2022-2023 Superintendent Recommendations

Superintendent Hachlaf and members of Senior Management provided a detailed overview of the Recommendations for the 2022-2023 budget:

- Changes to Base Budget:
  - Employment Standards Act revisions for TTOC and casual staff
  - Budgeted for $130K in base budget
- Updated Base Budget:
  - Pandemic recovery base budget included $650K in additional investments related to replacement and contingency Education Assistants
  - Pandemic recovery base budget is in structural deficit:
    - 2022-2023 is $1,168,193
    - 2023-2024 is $598,000
    - 2024-2025 is $324,000
- Identified Efficiencies
- Stakeholder Consultation:
  - Consultations this year were robust with similar asks from last years' consultations: inclusive education, Indigenous education, broad-spectrum climate action to be woven into curriculum
  - Ensured the Superintendent's recommendations aligned with Board's Strategic Plan

Secretary-Treasurer Ketcham shared non-financial information:

- From parents, common concerns around very tight facilities
- The District has been advocating for additional capacity to meet the highest growth period occurring over the next five years
- Translink will be putting out for public comment, route 128, highlighting this remains outside out of the District's control

Trustees shared their thanks and appreciation for the budget work completed by the Senior Management Team.

Questions and discussion followed.

Moved and Seconded

THAT the Operations Policy & Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) adoption of the Superintendent's Recommendations for the Budget 2022-23

CARRIED UNANIMOUSLY

i. 2022-2023 Preliminary Budget Summary

4. <u>GENERAL ANNOUNCEMENTS</u>

Trustee Connelly acknowledged and spoke to Moose Hide Campaign day May 12, 2022.

5. NEW BUSINESS

a. Expanding Before and After School Childcare (Trustee Beattie)

Trustee Beattie shared that there is a dire need for more childcare in New Westminster. With childcare now residing under the MoE, a plan to expand childcare is required. Superintendent Hachlaf confirmed the recommendation will anchor staff as a preliminary plan with which to build on.

Moved and Seconded

THAT the Operations Policy & Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster), to direct staff to create a report that looks at options to increase childcare spaces in our schools and explore the feasibility of using school-based part-time staff to offer before & after school care. This report should include examples of costs analysis, input from stakeholders, discussions with the Ministry of Education and Childcare, discussions with districts that have implemented this model, and other relevant information, and be reported at the October 4, 2022 Operations Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

6. OLD BUSINESS

Nil.

7. QUESTION PERIOD (15 MINUTES)

Questions by the public were posed with corresponding answers provided.

8. ADJOURNMENT

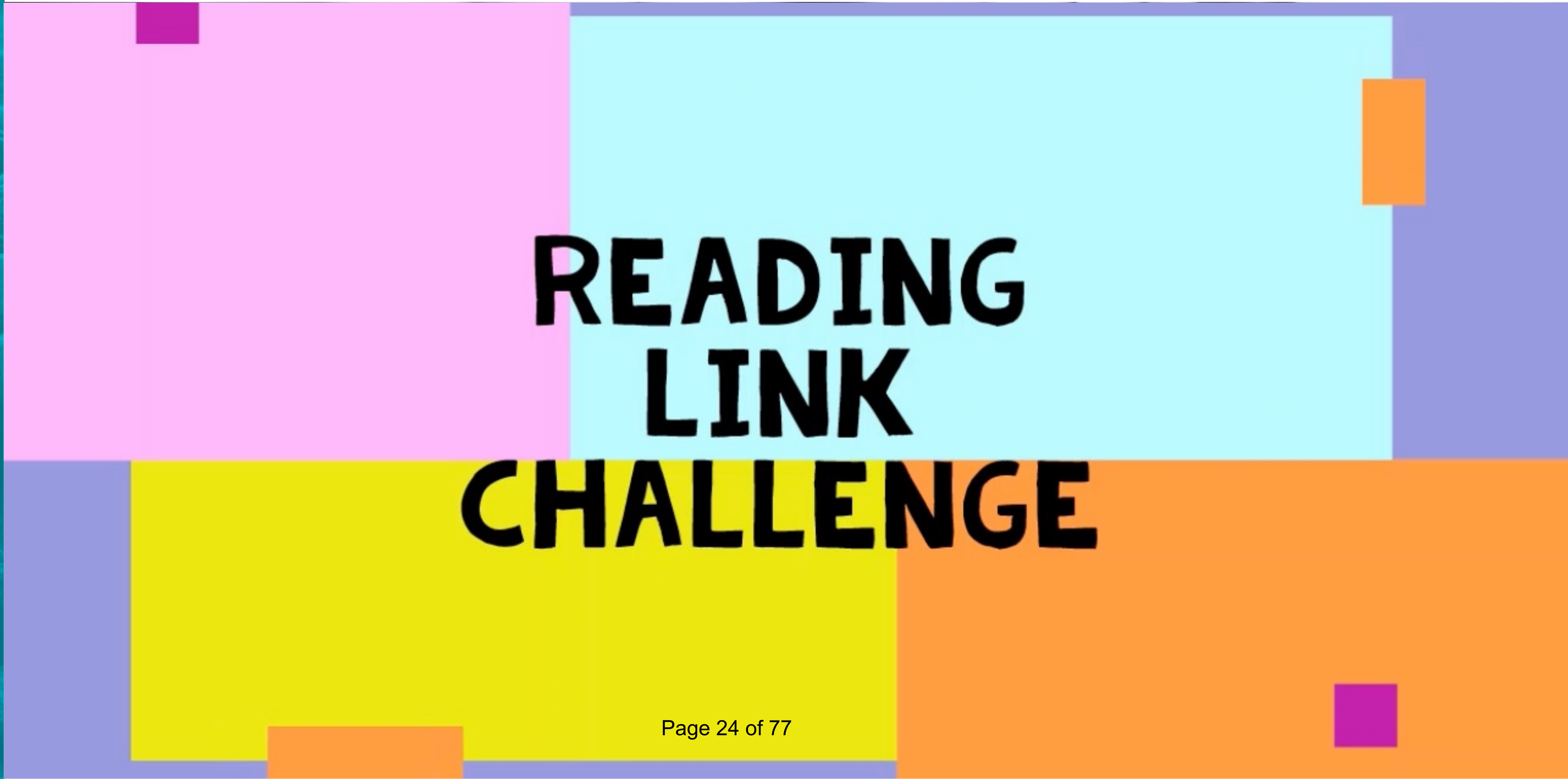
The meeting adjourned at 8:27 pm

Superintendent Update

Karim Hachlaf
May 24th, 2022

New Westminster Schools

Lord Kelvin "Firefoxes" win Bronze Medal

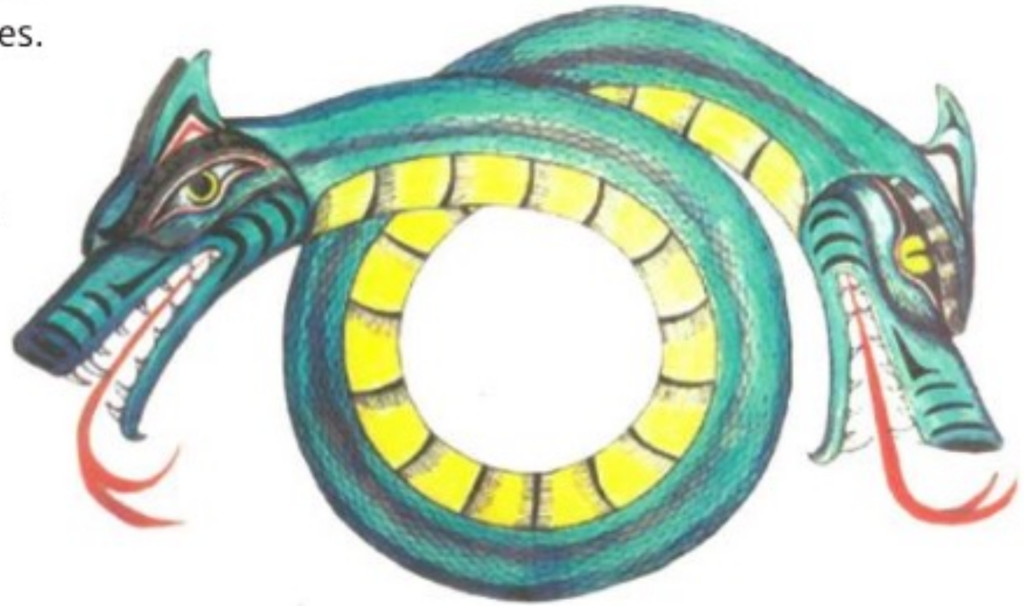


Wellness Centre Celebration

Qayqayt Honouring and Rite of Passage Ceremony

DOUBLE-HEADED SERPENT

The double-headed serpent reminds us to always work on choosing a balance of forces in our lives. It was created by Xwa'lack tun, a Salish artist, and his son James Harry, a graduate of New Westminster Secondary School. A supernatural symbol, the logo was approved by Chief Rhonda Larrabee of the Qayqayt First Nation for use by Aboriginal Education programs in New Westminster Schools.



Retirement Dinner Celebration

NWSS School Leaving Ceremony – June 23

Annual Budget

School District No. 40 (New Westminster)

June 30, 2023

School District No. 40 (New Westminster)

June 30, 2023

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

ANNUAL BUDGET BYLAW

A Bylaw of THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER) (called the "Board") to adopt the Annual Budget of the Board for the fiscal year 2022/2023 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. The Board has complied with the provisions of the *Act* , Ministerial Orders, and Ministry of Education Policies respecting the Annual Budget adopted by this bylaw.

2. This bylaw may be cited as School District No. 40 (New Westminster) Annual Budget Bylaw for fiscal year 2022/2023.

3. The attached Statement 2 showing the estimated revenue and expense for the 2022/2023 fiscal year and the total budget bylaw amount of $92,696,368 for the 2022/2023 fiscal year was prepared in accordance with the *Act* .

4. Statement 2, 4 and Schedules 2 to 4 are adopted as the Annual Budget of the Board for the fiscal year 2022/2023.

READ A FIRST TIME THE 10th DAY OF MAY, 2022;

READ A SECOND TIME THE 10th DAY OF MAY, 2022;

READ A THIRD TIME, PASSED AND ADOPTED THE 24th DAY OF MAY, 2022;

Chairperson of the Board

(Corporate Seal)

Secretary Treasurer

I HEREBY CERTIFY this to be a true original of School District No. 40 (New Westminster) Annual Budget Bylaw 2022/2023, adopted by the Board the 24th DAY OF MAY, 2022.

Secretary Treasurer

School District No. 40 (New Westminster)

Annual Budget - Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Ministry Operating Grant Funded FTE's		
School-Age	**6,957.625**	6,773.750
Adult	**82.813**	108.313
Other		-
Total Ministry Operating Grant Funded FTE's	**7,040.438**	6,882.063
Revenues	**$**	$
Provincial Grants		
Ministry of Education	**79,892,810**	78,356,259
Other	**68,788**	68,788
Tuition	**3,052,840**	2,170,840
Other Revenue	**991,536**	1,070,797
Rentals and Leases	**279,667**	279,667
Investment Income	**210,000**	210,000
Amortization of Deferred Capital Revenue	**6,157,137**	5,451,685
Total Revenue	**90,652,778**	87,608,036
Expenses		
Instruction	**73,088,963**	70,791,101
District Administration	**3,817,128**	3,855,185
Operations and Maintenance	**14,820,882**	14,081,941
Transportation and Housing	**253,557**	253,240
Total Expense	**91,980,530**	88,981,467
Net Revenue (Expense)	**(1,327,752)**	(1,373,431)
Budgeted Allocation (Retirement) of Surplus (Deficit)	**1,207,506**	1,682,653
Budgeted Surplus (Deficit), for the year	**(120,246)**	309,222
Budgeted Surplus (Deficit), for the year comprised of:		
Operating Fund Surplus (Deficit)		
Special Purpose Fund Surplus (Deficit)		
Capital Fund Surplus (Deficit)	**(120,246)**	309,222
Budgeted Surplus (Deficit), for the year	**(120,246)**	309,222

School District No. 40 (New Westminster)

Annual Budget - Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
Budget Bylaw Amount		
Operating - Total Expense	**75,384,214**	72,205,210
Operating - Tangible Capital Assets Purchased	**500,000**	500,000
Special Purpose Funds - Total Expense	**9,343,095**	10,135,490
Special Purpose Funds - Tangible Capital Assets Purchased	**215,838**	218,304
Capital Fund - Total Expense	**7,253,221**	6,640,767
Capital Fund - Tangible Capital Assets Purchased from Local Capital		1,520,000
Total Budget Bylaw Amount	**92,696,368**	91,219,771

Approved by the Board

Signature of the Chairperson of the Board of Education — Date Signed

Signature of the Superintendent — Date Signed

Signature of the Secretary Treasurer — Date Signed

School District No. 40 (New Westminster)

Annual Budget - Changes in Net Financial Assets (Debt)
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	$	$
Surplus (Deficit) for the year	**(1,327,752)**	(1,373,431)
Effect of change in Tangible Capital Assets		
Acquisition of Tangible Capital Assets		
From Operating and Special Purpose Funds	**(715,838)**	(718,304)
From Local Capital		(1,520,000)
From Deferred Capital Revenue	**(23,264,148)**	(18,408,096)
Total Acquisition of Tangible Capital Assets	**(23,979,986)**	(20,646,400)
Amortization of Tangible Capital Assets	**7,253,221**	6,640,767
Total Effect of change in Tangible Capital Assets	**(16,726,765)**	(14,005,633)
Acquisitions of Prepaid Expenses	**(160,000)**	(160,000)
Use of Prepaid Expenses	**160,000**	160,000
	-	-
(Increase) Decrease in Net Financial Assets (Debt)	**(18,054,517)**	(15,379,064)

School District No. 40 (New Westminster)

Annual Budget - Operating Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	$	$
Revenues		
Provincial Grants		
Ministry of Education	**71,144,127**	68,856,226
Other	**68,788**	68,788
Tuition	**3,052,840**	2,170,840
Other Revenue	**181,286**	217,036
Rentals and Leases	**279,667**	279,667
Investment Income	**200,000**	200,000
Total Revenue	**74,926,708**	71,792,557
Expenses		
Instruction	**63,765,946**	60,785,179
District Administration	**3,817,128**	3,855,185
Operations and Maintenance	**7,558,867**	7,324,566
Transportation and Housing	**242,273**	240,280
Total Expense	**75,384,214**	72,205,210
Net Revenue (Expense)	**(457,506)**	(412,653)
Budgeted Prior Year Surplus Appropriation	**1,207,506**	1,682,653
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	**(500,000)**	(500,000)
Local Capital	**(250,000)**	(770,000)
Total Net Transfers	**(750,000)**	(1,270,000)
Budgeted Surplus (Deficit), for the year	**-**	-

School District No. 40 (New Westminster)

Annual Budget - Schedule of Operating Revenue by Source

Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	$	$
Provincial Grants - Ministry of Education		
Operating Grant, Ministry of Education	**70,219,618**	67,921,812
Other Ministry of Education Grants		
Pay Equity	**521,853**	521,853
Funding for Graduated Adults	**287,053**	287,058
Student Transportation Fund	**6,073**	6,073
Support Staff Benefits Grant	**97,000**	97,000
FSA Scorer Grant	**8,187**	8,187
Child Care Funding	**-**	
Safe Schools Grant	**-**	9,900
Early Learning Framework and District Capacity Building	**4,343**	4,343
Total Provincial Grants - Ministry of Education	**71,144,127**	68,856,226
Provincial Grants - Other	**68,788**	68,788
Federal Grants	**-**	-
Tuition		
Summer School Fees	**940**	940
Continuing Education	**1,900**	1,900
International and Out of Province Students	**3,050,000**	2,168,000
Total Tuition	**3,052,840**	2,170,840
Other Revenues		
Miscellaneous		
Cafeteria	**150,000**	150,000
Miscellaneous	**31,286**	67,036
Total Other Revenue	**181,286**	217,036
Rentals and Leases	**279,667**	279,667
Investment Income	**200,000**	200,000
Total Operating Revenue	**74,926,708**	71,792,557

School District No. 40 (New Westminster)

Annual Budget - Schedule of Operating Expense by Object
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	$	$
Salaries		
Teachers	**33,205,098**	31,824,826
Principals and Vice Principals	**4,058,362**	3,914,371
Educational Assistants	**6,859,177**	6,590,181
Support Staff	**5,774,626**	5,704,542
Other Professionals	**2,811,822**	2,999,718
Substitutes	**2,546,887**	2,014,853
Total Salaries	**55,255,972**	53,048,491
Employee Benefits	**13,586,673**	12,654,157
Total Salaries and Benefits	**68,842,645**	65,702,648
Services and Supplies		
Services	**2,106,097**	1,887,991
Student Transportation	**64,444**	63,180
Professional Development and Travel	**504,755**	437,015
Rentals and Leases	**235,620**	231,000
Dues and Fees	**103,794**	104,700
Insurance	**133,897**	118,526
Interest	**-**	-
Supplies	**2,097,565**	2,533,088
Utilities	**1,295,397**	1,127,062
Total Services and Supplies	**6,541,569**	6,502,562
Total Operating Expense	**75,384,214**	72,205,210

School District No. 40 (New Westminster)

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	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	26,873,387	1,022,563	-	281,355	-	1,494,530	**29,671,835**
1.03 Career Programs	346,743	-	-	146,674	-	-	**493,417**
1.07 Library Services	384,547	-	-	42,544	-	7,032	**434,123**
1.08 Counselling	705,762	-		-	57,131	5,000	**767,893**
1.10 Special Education	2,710,642	-	6,859,177	49,294	159,076	851,800	**10,629,989**
1.30 English Language Learning	1,272,322	-	-	-		5,000	**1,277,322**
1.31 Indigenous Education	38,065	126,339	-	255,557		-	**419,961**
1.41 School Administration	-	2,882,708	-	1,147,456	43,719	75,046	**4,148,929**
1.60 Summer School	130,317	13,376	-	-		-	**143,693**
1.61 Continuing Education	158,113	13,376	-	61,133		-	**232,622**
1.62 International and Out of Province Students	585,200	-	-	54,018	295,247	-	**934,465**
1.64 Other	-	-	-	-		-	**-**
Total Function 1	**33,205,098**	**4,058,362**	**6,859,177**	**2,038,031**	**555,173**	**2,438,408**	**49,154,249**
4 District Administration							
4.11 Educational Administration	-	-	-	201,252	585,981		**787,233**
4.40 School District Governance	-	-	-		261,685		**261,685**
4.41 Business Administration	-	-	-	438,610	1,050,433	15,320	**1,504,363**
Total Function 4	**-**	**-**	**-**	**639,862**	**1,898,099**	**15,320**	**2,553,281**
5 Operations and Maintenance							
5.41 Operations and Maintenance Administration	-	-	-	61,499	358,550	-	**420,049**
5.50 Maintenance Operations	-	-	-	2,627,588	-	86,700	**2,714,288**
5.52 Maintenance of Grounds	-	-	-	253,093	-		**253,093**
5.56 Utilities	-	-	-	-	-		**-**
Total Function 5	**-**	**-**	**-**	**2,942,180**	**358,550**	**86,700**	**3,387,430**
7 Transportation and Housing							
7.41 Transportation and Housing Administration							**-**
7.70 Student Transportation				154,553		6,459	**161,012**
7.73 Housing							**-**
Total Function 7	**-**	**-**	**-**	**154,553**	**-**	**6,459**	**161,012**
9 Debt Services							
9.92 Interest on Bank Loans							**-**
9.94 Interest on Temporary Borrowing							**-**
Total Function 9	**-**	**-**	**-**	**-**	**-**	**-**	**-**
Total Functions 1 - 9	**33,205,098**	**4,058,362**	**6,859,177**	**5,774,626**	**2,811,822**	**2,546,887**	**55,255,972**

School District No. 40 (New Westminster)

Schedule 2C

Annual Budget - Operating Expense by Function, Program and Object

Year Ended June 30, 2023

	Total Salaries	Employee Benefits	Total Salaries and Benefits	Services and Supplies	2023 Annual Budget	2022 Amended Annual Budget
	$	$	$	$	$	$
1 Instruction						
1.02 Regular Instruction	**29,671,835**	7,099,627	**36,771,462**	1,705,605	**38,477,067**	37,545,776
1.03 Career Programs	**493,417**	116,158	**609,575**	26,205	**635,780**	631,010
1.07 Library Services	**434,123**	106,762	**540,885**	43,490	**584,375**	538,802
1.08 Counselling	**767,893**	173,281	**941,174**	8,650	**949,824**	787,655
1.10 Special Education	**10,629,989**	3,014,029	**13,644,018**	188,812	**13,832,830**	12,720,447
1.30 English Language Learning	**1,277,322**	281,137	**1,558,459**	3,063	**1,561,522**	1,250,700
1.31 Indigenous Education	**419,961**	100,711	**520,672**	48,050	**568,722**	582,385
1.41 School Administration	**4,148,929**	954,899	**5,103,828**	42,226	**5,146,054**	4,936,011
1.60 Summer School	**143,693**	27,866	**171,559**	695	**172,254**	170,932
1.61 Continuing Education	**232,622**	69,045	**301,667**	20,620	**322,287**	319,066
1.62 International and Out of Province Students	**934,465**	221,765	**1,156,230**	358,910	**1,515,140**	1,297,845
1.64 Other	**-**	-	**-**	91	**91**	4,550
Total Function 1	**49,154,249**	**12,165,280**	**61,319,529**	**2,446,417**	**63,765,946**	60,785,179
4 District Administration						
4.11 Educational Administration	**787,233**	155,896	**943,129**	236,623	**1,179,752**	1,140,674
4.40 School District Governance	**261,685**	28,605	**290,290**	83,204	**373,494**	350,296
4.41 Business Administration	**1,504,363**	289,924	**1,794,287**	469,595	**2,263,882**	2,364,215
Total Function 4	**2,553,281**	**474,425**	**3,027,706**	**789,422**	**3,817,128**	3,855,185
5 Operations and Maintenance						
5.41 Operations and Maintenance Administration	**420,049**	83,263	**503,312**	122,491	**625,803**	603,630
5.50 Maintenance Operations	**2,714,288**	759,582	**3,473,870**	1,504,138	**4,978,008**	4,943,560
5.52 Maintenance of Grounds	**253,093**	80,676	**333,769**	46,920	**380,689**	376,814
5.56 Utilities	**-**	-	**-**	1,574,367	**1,574,367**	1,400,562
Total Function 5	**3,387,430**	**923,521**	**4,310,951**	**3,247,916**	**7,558,867**	7,324,566
7 Transportation and Housing						
7.41 Transportation and Housing Administration	**-**		**-**		**-**	-
7.70 Student Transportation	**161,012**	23,447	**184,459**	57,814	**242,273**	240,280
7.73 Housing	**-**		**-**		**-**	-
Total Function 7	**161,012**	**23,447**	**184,459**	**57,814**	**242,273**	240,280
9 Debt Services						
9.92 Interest on Bank Loans			**-**		**-**	-
9.94 Interest on Temporary Borrowing			**-**		**-**	-
Total Function 9	**-**	**-**	**-**	**-**	**-**	-
Total Functions 1 - 9	**55,255,972**	**13,586,673**	**68,842,645**	**6,541,569**	**75,384,214**	72,205,210

School District No. 40 (New Westminster)

Annual Budget - Special Purpose Revenue and Expense
Year Ended June 30, 2023

	2023 Annual Budget	2022 Amended Annual Budget
	$	$
Revenues		
Provincial Grants		
Ministry of Education	**8,748,683**	9,500,033
Other Revenue	**810,250**	853,761
Total Revenue	**9,558,933**	10,353,794
Expenses		
Instruction	**9,323,017**	10,005,922
Operations and Maintenance	**20,078**	129,568
Total Expense	**9,343,095**	10,135,490
Net Revenue (Expense)	**215,838**	218,304
Net Transfers (to) from other funds		
Tangible Capital Assets Purchased	**(215,838)**	(218,304)
Total Net Transfers	**(215,838)**	(218,304)
Budgeted Surplus (Deficit), for the year	**-**	-

School District No. 40 (New Westminster)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Annual Facility Grant	Learning Improvement Fund	Aboriginal Education Technology	Special Education Equipment	Scholarships and Bursaries	Special Education Technology	School Generated Funds	Related Entities	Strong Start	Ready, Set, Learn
	$	$	$	$	$	$	$	$	$	
Deferred Revenue, beginning of year	-	-	-	13,219	450,000	-	749,235	-	-	-
Add: Restricted Grants										
Provincial Grants - Ministry of Education	235,916	239,010	-	-					96,000	19,600
Other					150,000		550,000			
	235,916	239,010	-	-	150,000	-	550,000	-	96,000	19,600
Less: Allocated to Revenue	235,916	239,010	-	13,219	120,000	-	600,000		96,000	19,600
Deferred Revenue, end of year	**-**	**-**	**-**	**-**	**480,000**	**-**	**699,235**	**-**	**-**	**-**
Revenues										
Provincial Grants - Ministry of Education	235,916	239,010		13,219					96,000	19,600
Other Revenue					120,000		600,000			
	235,916	239,010	-	13,219	120,000	-	600,000	-	96,000	19,600
Expenses										
Salaries										
Teachers										
Principals and Vice Principals										
Educational Assistants		191,208								
Support Staff									66,729	5,000
Substitutes									1,000	
	-	191,208	-	-	-	-	-	-	67,729	5,000
Employee Benefits		47,802							24,803	1,000
Services and Supplies	20,078			13,219	120,000		600,000		3,468	13,600
	20,078	239,010	-	13,219	120,000	-	600,000	-	96,000	19,600
Net Revenue (Expense) before Interfund Transfers	215,838	-	-	-	-	-	-	-	-	-
Interfund Transfers										
Tangible Capital Assets Purchased	(215,838)									
	(215,838)	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-	-
Additional Expenses funded by, and reported in, the Operating Fund		70,000								

School District No. 40 (New Westminster)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	OLEP	CommunityLINK	Classroom Enhancement Fund - Overhead	Classroom Enhancement Fund - Staffing	Classroom Enhancement Fund - Remedies	First Nation Student Transportation	Mental Health in Schools	Changing Results for Young Children	Safe Return to School / Restart: Health & Safety Grant
	$	$	$	$	$	$	$	$	$
Deferred Revenue, beginning of year	-		-	-	-	-	20,000	-	-
Add: Restricted Grants									
Provincial Grants - Ministry of Education	160,875	1,580,583	373,060	5,960,420		-		-	-
Other		13,000							
	160,875	1,593,583	373,060	5,960,420	-	-	-	-	-
Less: Allocated to Revenue	160,875	1,593,583	373,060	5,960,420	-	-	20,000	-	-
Deferred Revenue, end of year	-	-	-	-	-	-	-	-	-
Revenues									
Provincial Grants - Ministry of Education	160,875	1,580,583	373,060	5,960,420			20,000		
Other Revenue		13,000							
	160,875	1,593,583	373,060	5,960,420	-	-	20,000	-	-
Expenses									
Salaries									
Teachers	81,000	369,224		4,768,336			16,000		
Principals and Vice Principals		103,982	24,000						
Educational Assistants									
Support Staff		585,948	143,118						
Substitutes		2,000	103,518						
	81,000	1,061,154	270,636	4,768,336	-	-	16,000	-	-
Employee Benefits	24,000	289,529	63,924	1,192,084			4,000		
Services and Supplies	55,875	242,900	38,500						
	160,875	1,593,583	373,060	5,960,420	-	-	20,000	-	-
Net Revenue (Expense) before Interfund Transfers	-	-	-	-	-	-	-	-	-
Interfund Transfers									
Tangible Capital Assets Purchased									
	-	-	-	-	-	-	-	-	-
Net Revenue (Expense)	-	-	-	-	-	-	-	-	-

Additional Expenses funded by, and reported in, the Operating Fund

School District No. 40 (New Westminster)

Annual Budget - Changes in Special Purpose Funds

Year Ended June 30, 2023

	Federal Safe Return to Class / Ventilation Fund	Seamless Day Kindergarten	Apprentice Program	TOTAL
	$	$	$	$
Deferred Revenue, beginning of year	-	-	20,000	**1,252,454**
Add: Restricted Grants				
Provincial Grants - Ministry of Education		50,000		**8,715,464**
Other		7,250	50,000	**770,250**
	-	57,250	50,000	**9,485,714**
Less: Allocated to Revenue	-	57,250	70,000	**9,558,933**
Deferred Revenue, end of year	-	-	-	**1,179,235**
Revenues				
Provincial Grants - Ministry of Education		50,000		**8,748,683**
Other Revenue		7,250	70,000	**810,250**
	-	57,250	70,000	**9,558,933**
Expenses				
Salaries				
Teachers			44,000	**5,278,560**
Principals and Vice Principals				**127,982**
Educational Assistants				**191,208**
Support Staff		45,000		**845,795**
Substitutes				**106,518**
	-	45,000	44,000	**6,550,063**
Employee Benefits		11,250	11,000	**1,669,392**
Services and Supplies		1,000	15,000	**1,123,640**
	-	57,250	70,000	**9,343,095**
Net Revenue (Expense) before Interfund Transfers	-	-	-	**215,838**
Interfund Transfers				
Tangible Capital Assets Purchased				**(215,838)**
	-	-	-	**(215,838)**
Net Revenue (Expense)	-	-	-	**-**

Additional Expenses funded by, and reported in, the Operating Fund	**70,000**

School District No. 40 (New Westminster)

Annual Budget - Capital Revenue and Expense

Year Ended June 30, 2023

	2023 Annual Budget			
	Invested in Tangible Capital Assets	**Local Capital**	**Fund Balance**	2022 Amended Annual Budget
	$	**$**	**$**	$
Revenues				
Investment Income		10,000	**10,000**	10,000
Amortization of Deferred Capital Revenue	6,157,137		**6,157,137**	5,451,685
Total Revenue	**6,157,137**	**10,000**	**6,167,137**	5,461,685
Expenses				
Amortization of Tangible Capital Assets				
Operations and Maintenance	7,241,937		**7,241,937**	6,627,807
Transportation and Housing	11,284		**11,284**	12,960
Total Expense	**7,253,221**	**-**	**7,253,221**	6,640,767
Net Revenue (Expense)	**(1,096,084)**	**10,000**	**(1,086,084)**	(1,179,082)
Net Transfers (to) from other funds				
Tangible Capital Assets Purchased	715,838		**715,838**	718,304
Local Capital		250,000	**250,000**	770,000
Total Net Transfers	**715,838**	**250,000**	**965,838**	1,488,304
Other Adjustments to Fund Balances				
Total Other Adjustments to Fund Balances	**-**	**-**	**-**	
Budgeted Surplus (Deficit), for the year	**(380,246)**	**260,000**	**(120,246)**	309,222

Preliminary Budget 2022/23

With Three-Year Financial Plan

New Westminster Schools

1.0 DISTRICT OVERVIEW

School District No. 40 (New Westminster) (the District) services the learning needs of over 7,000 students in the City of New Westminster. The District provides K-12 educational services in 12 elementary schools, 3 middle schools, one secondary school and also provides a number of alternate education and programs of choice including French Immersion, Montessori and an International Baccalaureate program.

All decisions made by the New Westminster Board of Education (the Board) are guided by our vision, mission and core values as determined through deep consultation with our stakeholders and community. The District's initiatives and resources are all aligned to our strategic plan which is grounded in our foundation to support our commitment in creating a place where students love to learn by enabling each student to learn in a safe, engaging, and inclusive environment.

The District operates under the authority of the School Act of British Columbia (the School Act) as a corporation and receives over 95% of revenue from the B.C. provincial government through the Ministry of Education. Any changes to provincial grants will consequently have a significant impact on the District's budget. The District is exempt from federal and provincial corporate income taxes.

In accordance with the School Act, school districts in the province must approve a balanced budget for the upcoming fiscal year and submit it to the Ministry of Education by June 30. This budget has been prepared in accordance with Section 23.1 of the Budget Transparency and Accountability Act of the Province of British Columbia supplemented by Regulations 257/2010 and 198/2011 issued by the Province of British Columbia Treasury Board. As required by the Ministry of Education and Public Sector Accounting Standards (PSAB), the District tracks and reports revenue and expenditures under three separate funds: the operating fund, the special purpose fund, and the capital fund.

OPERATING FUND*:* The operating fund includes operating grants and other revenues used to fund instructional programs, school and district administration, facilities operations, maintenance, and transportation.

SPECIAL PURPOSE FUND*:* The special purpose fund is comprised of separate funds established to track revenue and expenditures received from the Ministry of Education and other sources that have restrictions on how they may be spent.

CAPITAL FUND*:* The capital fund includes capital expenditures related to facilities and equipment that are funded by Ministry of Education capital grants, operating funds, and special purpose funds. An annual deficit in the capital fund that is a result of amortization expense and budgeted capital assets purchased from operating and special purpose funds exceeding the amortization of deferred capital revenue plus budgeted local capital revenue is permitted under the Accounting Practices Order of the Ministry of Education.

COVID-19 Pandemic

Unquestionably, the COVID-19 pandemic has had a remarkable impact on all areas of life, including teaching and learning. As we enter the 2022/23 school year, we anticipate the pandemic being behind us, but still need to address the recovery from the disruptions it has had on education and the social-emotional wellbeing of staff, students and their families. To that end, the 2022/23 budget is grounded in priorities that put investments towards pandemic recovery strategies. While we pivot to pandemic recovery, we are still guided, as we always have been, by our strategic plan.

OUR LEARNING JOURNEY – STRATEGIC PLAN

In 2019, the Board approved its 5-year strategic plan, *Our Learning Journey,* which serves as a roadmap grounded in the collective wisdom of our students, staff, parents and community. Across New Westminster Schools, our shared priorities – along with our school-based and department-specific goals and actions – amplify and enhance each other. We are proud to have a consultative model that coordinates budget planning and resource allocation activities with inclusive stakeholder feedback based on the vision, goals and objectives.

Vision
A place where students love to learn

Mission
To enable each student to learn in a safe, engaging, and inclusive environment

Values

Collaboration
Purposeful, cooperative relationships to achieve shared goals and consider each other in our decisions and actions

Engagement
Meaningful, purposeful, and relevant learning

Equity
Fair treatment and the removal of barriers to learning, achievement, and the pursuit of excellence for all

Inclusion
Learning where all people are welcomed, respected, and supported

Innovation
Curiosity, inquiry, and creativity

Integrity
Ethical, principled, and honest in our words and actions

Collectively, we, as a learning community are committed to following our strategic priorities of *Transforming the student experience, Building meaningful relationships, Leading into our future and Ensuring full participation in learning.*

2.0 BUDGET PROCESS AND CONSULTATION

We strive to ensure that budget input and resource allocations are connected to and aligned with our strategic plan – this model is an integral part of the District's operating culture. All budget decisions made by the District are guided by our vision and values and specifically guided by the following principles:

- ***Alignment to our strategic plan*** – priorities implemented must be aligned with the District's strategic directions;
- ***Fiscally responsible*** – proposed changes reflect prudent spending and balance new priorities with identified efficiencies;
- ***Maximize returns*** – priorities implemented must balance results and investments to maximize returns on student learning outcomes; and
- ***Future oriented*** – proposed changes are thoughtful and stand the test of time rather than being reactionary in nature.

In order to achieve these principles, we remain committed to the following as part of our budget process:

- providing timely and accurate budget information;
- receiving budget input and feedback;
- prioritizing budget requests for the upcoming budget year;
- allocating available resources to best meet requests that align with the vision, goals and objectives; and
- communicating the outcomes effectively for transparent accountability.

The consultation process has been a two-way dialogue between the Board and its stakeholders to define priorities for the future. It has allowed for valuable input into the District's direction and decision making. The table below provides the budget process for the 2022/23 year and the various opportunities for stakeholder engagement:

December 15, 2021	Approval of the 2022/23 Budget process
February 15, 2022	Submission of three-year enrolment to Ministry of Education
February 22, 2022	Approval of the 2021/22 amended budget
March 15, 2022	Ministry of Education Funding announcement for 2022/23
April 11 – 22, 2022	Budget survey and one-on-one consultation with stakeholders (CUPE, DPAC, New Westminster P/VP Association, New Westminster Teachers' Union (NWTU), Student Voice, Indigenous Education Advisory Council)
April 26, 2022	Presentation of survey results and stakeholder submission presentations

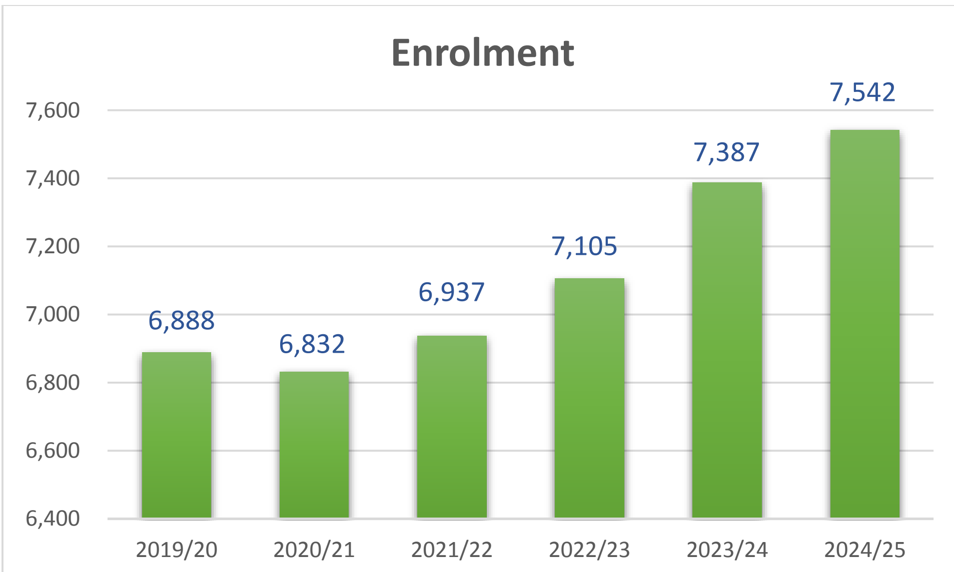
May 10, 2022	Superintendent Budget recommendations for 2022/23
May 10, 2022	Complete 1st and 2nd reading of budget bylaw
May 24, 2022	Complete 3rd and final reading of budget bylaw

There were multiple avenues to interact and share feedback in advance of the Board's decision on the preliminary budget passed at the end of May.

3.0 STUDENT ENROLMENT

The District is funded primarily through an operating grant received from the Ministry of Education. The operating grant is based on student enrolment which is compiled through a data collection process in September, February, May and July. The District receives a fixed amount per full-time equivalent student (FTE). The District also receives supplementary grants for students who are identified as having unique needs and for other demographic and geographical factors.

The District is one of the fastest growing districts in the province, with the most rapid rate of growth expected over the next five years. The enrolment information presented below is based on actual full-year enrolment (regular, alternate, distributed learning, continuing education, summer school and non-graduated adult learners) for 2019/20 and 2020/21, actual enrolment for September and February and estimated for May for 2021/22 and forecasted enrolment for 2022/23 to 2024/25.



Tied to enrolment is the capacity constraints of our facilities to accommodate enrolment growth. During the 2021/22 school year, we completed the construction of Skwo:wech Elementary and are currently in the design phase of the 13-classroom addition for Queen Elizabeth Elementary in Queensborough.

4.0 OPERATING FUND BUDGET

The base budget over the next three years is estimated to be in deficit. For the 2022/23 school year, the deficit is $1,168,193, followed by deficits of $598,000 and $324,000 in the 2023/24 and 2024/25 school years, respectively. The decline in deficits is a result of the District's anticipated enrolment growth over these years, which we have noted above to be significant. The base budget makes the following assumptions/adjustments:

- Grant revenues increased to align with enrolment expectations;
- International revenues restored to expectations of 200 FTE;
- No COVID funding as has been received in previous years;
- Teacher and Education Assistant (EA) increases in staffing based on estimated student enrolment projections;
- No collective agreement wage increases (or related funding) as bargaining is still in process at the provincial level;
- Unfunded increases for principals and vice principal and exempt staff included as per the recommended salary grids from the BC Public Sector Employers Association (BCPSEA);
- Reversal of one-time savings and surplus asks from the previous year;
- Employment Standards Act changes for illness/injury for casual support and teachers teaching on call; and
- Inflation

The three-year financial plan for the operating budget is included in section 4.6.

4.1 Operating Fund Revenue

Provincial grants anticipated from government sources represent approximately 95% of the District's revenue sources for 2022/23. The next most significant source of revenue is off-shore tuition from international students which represents approximately 4% of the 2022/23 operating revenues. The remaining revenue is comprised of sources such as facility rentals, interest revenue and miscellaneous income.

Operating Grant Revenue

Due to enrolment growth, the District anticipates receiving a lift in operating grant revenue of $2.3 million for 2022/23. Operating grant calculations are based on the preliminary operating grants announced by the Ministry of Education on March 11, 2022. Labour settlement funding has not been included in the operating grant estimates as collective bargaining has not yet concluded. There has not been a change in funding model or funding rates from the prior year, therefore the increase in Ministry of Education grants each year is solely a reflection of enrolment increases.

International Education

The pandemic had a significant impact on our international education program over the past two years. In the 2021/22 school year, we had fewer enrolled international students attending our District which had a large impact on the District's revenue. It is anticipated that for the 2022/23 school year, enrolment for international students will rebound back to our planned level of 200 FTE which will increase international revenue by $0.8 million from the 2021/22 school year to $3.05 million for the upcoming year. This level of enrolment is assumed to remain consistent for 2022/23 and 2023/24. The majority of these students will be attending New Westminster Secondary School (NWSS).

4.2 Operating Fund Expenses

The most significant portion of the District's expenses is salaries and benefits, which comprise 91% of the District's operating budget. The remaining 9% goes to services, supplies and capital asset purchases.

Salaries and Benefits

(in thousands)	2020/21 Actual	2021/22 Amended Budget	2022/23 Preliminary Budget
Teachers	30,121	31,825	33,205
Principals and Vice Principals	4,013	3,914	4,058
Educational Assistants	6,567	6,590	6,859
Support Staff	5,420	5,704	5,775
Other Professionals	2,765	3,000	2,812
Substitutes	1,459	2,015	2,547
Total Salaries	**50,345**	**53,048**	**55,256**
Employee Benefits	11,762	12,654	13,587
Total Salaries and Benefits	**62,107**	**65,702**	**68,843**

In the 2022/23 school year, salaries and benefits are estimated to increase by $3.1 million due to enrolment growth, salary increments and related benefits and new priorities (see Section 4.5). Wage increases for unionized employees have not been included in the salaries and benefits estimates for 2022/23 and subsequent years as collective bargaining has not yet concluded.

It is estimated that an additional 13.9 FTE teachers and 5.0 FTE EAs will be required to support increased enrolment in 2022/23. The incremental cost is $1.68 million.

Benefit costs are estimated to increase by $481,000 as a result of increases in rates relating to CPP, EI and extended health and dental rates as well as a reduction to the benefit holiday periods available to the District.

Salaries and benefits expense in 2023/24 and 2024/25 are estimated based on the following assumptions:

- Increases to teachers, EAs and TTOCs for enrolment growth is based off of the three-year enrolment submission to the Ministry of Education on February 15, 2022 and current ratio allocations;
- Cost increases for employee benefits will not be provincially funded;
- The BCPSEA approved grids for non-unionized staff will remain unchanged or that any provincially approved changes will be funded by the Province and therefore not included as increased costs or increased revenue; and
- Any negotiated labour settlement for NWTU and CUPE will be fully funded by the Province and therefore not included as increased costs or increased revenue.

Staffing

.	2021/22 FTE	21/22 Student to Staff Ratio	Projected 2022/23 FTE	22/23 Student to Staff Ratio
Teachers	428.2	16.2	441.1	16.1
Principals/VPs - Admin	22.0	315.3	21.0	338.3
Principals/VPs - Teaching	8.0	867.1	8.0	888.1
Other Professionals	27.0	256.9	25.0	284.2
Education Assistants	189.9	36.5	197.8	35.9
Support Staff	137.6	50.4	141.1	50.4
Trustees	7.0	991.0	7.0	1,015.0
Total	819.7	8.5	841.0	8.4

Services and Supplies

In 2022/23, services and supplies budgets have been increased to reflect costs increases for contracted services and supplies. Projections for 2023/24 and 2024/25 assume there will be CPI inflation for services and supplies of 2%. No changes to service levels and existing budget allocations are contemplated in these projections.

4.3 Base Budget Unfunded Costs and Cost Pressures

The Ministry of Education does not fund all costs related to our education system. These costs which are downloaded to Districts must be absorbed within budgets. The following reflect some additional unfunded pressures we face for the upcoming year and are reflected in the base budget and contribute to the District's current and future year deficits.

Inflation

Early in the 2022 calendar year, Canada's annual inflation rate was over 5%. Historically, over the past decade, we have seen inflation of about 2%. This increase in inflation is reducing the purchasing power of Districts and specifically schools and departments in carrying out their work when purchasing services and supplies. In years past, inflation has not been a significant factor to adjust for, however, in the current year circumstance, management has adjusted to increase service and supply costs by 2% to offset the decrease to purchasing power. This represents an unfunded cost of approximately $138,000.

Exempt Staff Wages

Exempt staff (Managers and Principals and Vice-Principals) wage increases are not funded. BCPSEA has provided school districts across the province wage grids that are utilized to establish rates of pay across the education sector. This represents an unfunded cost increase of $206,000 for the 2022/23 school year. As part of the multi-year financial plan, an increase of 2% has been budgeted to represent the unfunded wage increase for exempt staff.

Portables

We continue to see significant growth of enrolment across the District. Nearly all schools are at or over their capacity limits. Until a new school is built to create capacity, the District must fund the purchase of portables through its operational dollars. This represents costs of $216,000 for the 2022-23 school year. An additional amount of $200,000 per year has also been included in the multi-year financial plan given the District's anticipated requirements for additional capacity through use of portables.

Employee Sick Leave Benefits

On March 31, 2022, Royal Assent was received for the provision of five (5) days of annual paid illness and injury leave under the Employment Standards Act (ESA) for unionized casual employees and TTOCs. With this change, the District could expect up to a $270,000 unfunded cost pressure. These amounts will only be validated over time, once a pattern of use is established. For the 2022/23 school year, the District has budgeted $130,000 to acknowledge these costs and will adjust during the amended budget cycle once more information is known.

4.4 Efficiencies supported in the 2022/23 School Year

Given the base budget deficit the District faces, the fiscally responsible action would be to work to reduce that deficit by identifying ongoing efficiencies. Reliance on balancing budgets solely through the use of reserves cannot be sustained over the long run. To that end, the following efficiencies have been identified to offset the base budget deficit:

Efficiency identified	Total ($)
ADST and Flex furniture reprioritization and supply cost savings	$101,272
Teacher coach reprioritization	$102,090
Administrative and district office restructuring	$264,678
International Education restructuring	$61,537
Total Efficiencies Identified	**$529,577**

4.5 Priorities supported in the 2022/23 School Year

Priority identified	Ongoing ($)	One Time ($)	Total ($)
0.6 FTE Behaviour team specialist	$61,992		$61,992
1.0 FTE District counselling (safe and caring schools)	$103,320		$103,320
0.2 FTE increase in Admin (0.2 teacher backfill)	$20,418		$20,418
0.4 FTE mentorship facilitator	$40,992		$40,992
1.0 FTE Indigenous Education Support Worker	$52,795		$52,795
Student Supervision Staffing	$72,677		$72,677
Indigenous Education Equity in Action Initiatives	$18,191		$18,191
Communications support		$35,000	$35,000
Climate action curriculum implementation		$50,000	$50,000
Anti-Racism Pro-D (3-year plan)		$30,000	$30,000
Performance feedback and orientation systems		$15,500	$15,500
Finance Training and modules		$15,500	$15,500
Electric/climate action friendly power tools		$37,500	$37,500
New maintenance equipment for Skwo:wech		$15,000	$15,000
Total Requests Identified	**$370,385**	**$198,500**	**$568,885**

Teaching and Learning

For the 2022/23 school year, the base budget included two significant investments. The first investment is $500,000 in additional replacement costs budgeted for. This additional investment allows the District the ability to deploy priority EA and TTOC staffing to ensure we have more consistent coverage when we experience higher rates of absences as we are currently observing now.

The second significant investment in the base budget was $150,000 in additional contingency EA staffing. We know we get students with special needs throughout the school year, many of whom come without designation and as a result no funding. To ensure we create consistency and support for these students in the classroom, we have budgeted for 6 additional EAs which we anticipate deploying as needed throughout the school year.

Also, to support the school environment, we have increased administration by 0.2 FTE, a 0.1 FTE at Howay Elementary and another 0.1 FTE at Fraser River Middle School to support growing student enrolment. This cost of $20,418 represents a 0.2 FTE teacher backfill of staffing.

We have heard passionate presentations from students about the need for climate action to be further infused into the curriculum in the 2022/23 school year. The work the District has done in the current year has helped to create good awareness as well as creating some additional resources across the District. The plan for the next school year allows more focused work at our high school, New Westminster Secondary School, an opportunity for department leaders to work together to come up with more specific ways climate action may be embedded in student work and activity to enhance this learning. To that end, a one-time investment has been allocated of $50,000, as well as the continuation of the $10,000 Green Team grants to schools. Further to these investments, to support climate change, $37,500 will be invested on a one-time basis to purchase climate action friendly power tools for the facilities team.

The District has enjoyed the benefits of a mentorship facilitator which was a 0.8 FTE position that was paid in part by District resources and in part by the NWTU. The District will be operationalizing the full cost of this very important position at an additional and ongoing investment of $40,992.

Mental Health and Well-being

The District increased the allocation of counselling time in 2021/22 to 17 FTE. This allocation of staffing is greater than the Ministry of Education required ratio of 1:535. This amount of staffing is fully operationalized and will continue into the 2022/23 school year.

Based on our budget survey and overall feedback from our leadership team, mental health and well-being continue to be a top priority raised by all as we move into 2022/23. To that end, an additional 1.0 FTE counselling position ($103,320) has been added to service the Safer Schools portfolio (which helps to support areas including sexual orientation and gender identity (SOGI), Violence Threat Risk Assessment (VTRA) and Social-Emotional Learning (SEL)) and in addition, provide additional counselling supports.

Well-being also includes safety and supervision of our growing District for an investment of $72,677. The District has added 5 hours per week of noon-hour supervision at each elementary and middle school site, plus 20 hours at the high school.

Indigenous Education

For the 2022/23 school year, the District anticipates enrolment of indigenous students to be 300 FTE. The targeted funding provided to the District by the Ministry of Education is $469,500. The preliminary budget allocates $568,722 which is over and above the targeted funding by $99,222. In the 2022/23 priorities, it was put forward that an indigenous education support worker position be operationalized from the 2021/22 year as this position was funded through one-time COVID funding. Additional budgets have also been allocated to meet the priority of indigenizing spaces, which is of great importance to our schools and a sentiment echoed by our Indigenous Advisory Committee. Work was well underway in 2021/22 on indigenizing spaces at our new schools, Skwo:wech Elementary and New Westminster Secondary School.

Inclusive Education

As per the District's inclusive education review, the 2022/23 year represents the 3rd year of phased implementation of the recommendations. The Board has supported adding a 0.6 FTE of behaviour specialist time in alignment with the recommendations. This is in addition to the operationalized supports put in during years 1 and 2 of the implementation which included training, mentorship, curriculum facilitators and other staffing supports.

The District also added 5.0 FTE EAs due to growth in enrolment and an anticipated increase of students with diverse needs in 2022/23. As a strategy, to be able to implement additional staffing supports should students come to the District throughout the year with support needs, contingency staffing for EAs has also been budgeted for to provide staffing once needs are identified on a much more expedited basis. Please also refer above under 'Teaching and Learning' on the staff replacement strategy for EAs.

Anti-Racism

To continue with the District's work of Equity, Diversity and Inclusion, the District has allocated $30,000 over three (3) years to provide training to all staff members in the District.

Technology

Technology has been identified by nearly all stakeholders as a priority area for the coming school year. The District's tech steering committee has outlined a path forward on the devices to move forward with on hardware refresh cycles. There are no additional investments required at this time to carry out the refresh as the budget currently allocated is sufficient. Amounts within school budgets have been reallocated to reflect and acknowledge technology as a significant learning resource.

Department Supports

As the function of Human Resources, Finance, Facilities and Communications go to support over 7,000 students and over 1,000 employees, these teams also require resources to carry out their work in supporting the strategic directions of the District. To that end, we have allocated $81,000 to these initiatives on a one-time basis.

4.5 Contingency Reserve

The Board is responsible to protect the District from extraordinary financial items which would negatively disrupt District operations and the continuity of learning for students. To mitigate these risk areas, the Board maintains a contingency reserve from its available operating surplus.

Per Board Policy 19, the contingency reserve shall be at least 2% of operating expenses. The District's level of contingency reserve for planning purposes is $2 million. It is anticipated by the end of the 2021/22 school year that the operating reserves will be $3.2 million. The differential between the expected ending reserve balance of $3.2 million and the $2 million contingency reserve represents amounts available to support planning for operations spanning future school years, anticipated unusual expenses identified by the board and/or for expenses which must be reserved due to the nature of constraints on the funds.

4.6 Operating Budget Three-Year Plan

Below is a three-year projection of the operating fund revenue and expenses by object. This projection is based on factors that are known to the District at the time and contain assumptions that the District will maintain current service levels and programs. Assumptions made in building the three-year plan are included in the respective areas of Section 4.0 and also include the following:

- Projected changes to revenue and staffing due to changes in enrolment;
- Estimated changes to employee salaries and benefits;
- Estimated changes to services, supplies and utilities due to inflation; and
- Adjustments for one-time revenue or expenditures included in the prior year budget

After factoring efficiencies and priorities into the base budget, the District is estimating that a funding shortfall of $1,207,506 will have to be addressed in 2022/23. This is estimated to be followed by budget funding shortfalls of approximately $468,000 for 2023/24, and $194,000 for 2024/25.

(in thousands)	2020/21 Actual	2021/22 Amended Budget	2022/23 Preliminary Budget	2023/24 Projection	2024/25 Projection
Provincial Grants - Ministry of Education					
Operating Grant, Ministry of Education	63,378	67,922	70,220	73,225	75,304
Other Ministry of Education Grants	3,199	934	925	925	925
Provincial Grants - Other	69	69	69	69	69
Other Revenue					
Continuing Education and Summer School Fees	12	3	3	3	3
International and Out of Province Students	1,847	2,168	3,050	3,050	3,050
Instructional Cafeteria Revenue	59	150	150	150	150
Miscellaneous	32	67	31	31	31
Rentals and Leases	251	279	279	279	279
Investment Income	206	200	200	200	200
TOTAL OPERATING REVENUE	**69,053**	**71,792**	**74,926**	**77,932**	**80,011**
Salaries and Benefits	62,107	65,702	68,842	71,073	72,748
Services and Supplies	5,251	6,503	6,502	6,632	6,762
TOTAL OPERATING EXPENSES	**67,358**	**72,205**	**75,344**	**77,705**	**79,510**
Capital Purchases and Other	**-749**	**-1,270**	**-750**	**-825**	**-825**
Surplus (Deficit), for the year	**946**	**-1,683**	**-1,168**	**-598**	**-324**
Efficiencies					
Ongoing Efficiencies			530	530	530
	946	-1,683	-638	-68	206
Requests					
Ongoing Priorities			-370	-370	-370
One-Time Priorities			-199	-30	-30
Use of Prior Year Appropriated Surplus to balance budget	0	1,683	1,207	468	194
Total Operating Surplus (Deficit), for the year	**946**	**0**	**0**	**0**	**0**
Operating Surplus (Deficit), beginning of year	3,978	4,924	3,241	2,034	1,567
Use of Prior Year Appropriated Surplus to balance budget	0	-1,683	-1,207	-468	-194
Operating Surplus (Deficit), end of year	**4,924**	**3,241**	**2,034**	**1,567**	**1,372**

5.0 SPECIAL PURPOSE FUND

The special purpose fund is comprised of separate funds established to track revenue and expenditures received from the Ministry of Education and other sources that have restrictions on how they may be spent and are therefore not available for expenditures in the operating fund. Amounts are deferred when received and recognized as revenue when the related expenditures are incurred. The District has the following special purpose funds:

- Classroom Enhancement Fund (CEF)
- Community LINK
- Learning Improvement Fund (LIF)
- Annual Facility Grant
- Special Education Equipment
- Strong Start
- Ready, Set, Learn
- Official Languages in Education French Programs (OLEP)
- Mental Health in Schools
- Apprentice Program
- United Way
- Seamless Day
- Scholarships and Bursaries
- School Generated Funds

The following represents a few highlights of the work that is funded from these special programs:

Classroom Enhancement Fund

This funding relates to the ratification of the Memorandum of Agreement pursuant to the Letter of Understanding No.17, to the 2013-2019 BCPSEA-BCTF Provincial Collective Agreement that resolves all matters related to the implementation of the Supreme Court of Canada decision from the fall of 2016. This fund was established to address the additional teacher and corresponding overhead costs throughout the province associated with the memorandum.

For 2022/23, the District has been provided a preliminary CEF allocation of $5,960,420 to fund 55.5 FTE teachers and $373,060 in overhead funding. Adjustments to the District’s allocations may be made once the final fall 2022 staffing is known.

Community LINK

This funding is designed to support the academic achievement and social functioning of vulnerable students. Total funding for 2022/23 will be $1,580,583 and is projected to remain unchanged for future years.

For the upcoming year, the District continues its work to support students through the provision of meal subsidies, expending over $200,000 in subsidies to ensure all students have access to stigma-free lunches. The largest expense within this special purpose fund is $1,220,000 in social-emotional supports for vulnerable learners through 14 FTE Youth Care Workers and approximately 3.0 FTE in counselling staffing. In addition, $135,000 has been budgeted to support the District's Community School Program.

Learning Improvement Fund

This fund was established by the Province for the purpose of providing additional resources, specifically targeted to support complex classes that present challenging learning conditions. The 2022/23 funding of $239,010 is used for increased hours of work for EAs and Youth Care Workers as has consistently been done over the past number of years.

As the LIF has not increased in line with the increases to collective agreement wage increase, this special purpose fund continues to face pressure, whereby in order to continue to support the additional time for our staff, the District supplements amounts of approximately $60,000 in its operating fund.

6.0 CAPITAL FUND

The capital fund includes capital expenditures related to facilities (purchases and enhancements) and equipment that are funded by the Ministry of Education capital grants, land capital, local capital, operating funds and special purpose funds.

On an annual basis, the District prepares a Five-Year Capital Plan and submits it for funding consideration to the Ministry of Education. The plan identifies capital funding needs for existing and new facilities.

The following are current capital projects supported by the provincial government.

New Fraser River Zone Elementary School

Recently, the District received notice from the Ministry of Education acknowledging our needs for a 500-student capacity elementary school in the Fraser River Zone. At present, the District is working on a concept plan for this project with hopes for a positive funding announcement next year. In addition, we continue to express our needs for additional capital projects to address capacity required at the middle school level, also in the Fraser River Zone.

Queen Elizabeth Elementary School

This expansion includes the creation of an additional 13 classrooms to serve the fast-growing community of Queensborough. The project is in its early stages. The estimated project value is $20.4 million.

Skwo:wech Elementary

The Skwo:wech Elementary replacement project features open spaces and a design that's intended to support revised and modern curriculum needs. In addition, it features an expansion to the childcare centre with new infant and toddler spaces to better support local families. The estimated project value is $35 million.

The doors were opened to students in March 2022 and the project is in its final stages, which includes decommissioning of the original building.

New Westminster Secondary School (NWSS)

The NWSS replacement project accommodates 1,900 grade 9 to 12 students in a modern learning environment with the latest sustainable energy management systems. The total cost of the project is approximately $106.5 million.

Students were welcomed into the new facility in January 2021 and the project is in its final stages, which involves decommissioning of the original building.

Other Capital Funded Projects

Annual facilities grant funds are used throughout the District to address ongoing maintenance and improvement needs at schools. Planned spending for the capital component in 2022/23 is $973,783.

Additional funding for capital projects in 2022/23 is detailed below.

Facility Name	Project Description	Bylaw Funding
Lord Tweedsmuir Elementary	School Enhancement Program – Exterior Wall Systems	$1,700,000
Ecole Glenbrook Middle School	Carbon Neutral Capital Program – HVAC Upgrades	$500,000
Lord Tweedsmuir Elementary	Playground Equipment Program – Universally Accessible Playground Equipment	$165,000

SSAC BYLAW NO. 2022-1
TO SET THE SCHOOL SITE ACQUISITION CHARGE

WHEREAS, School District No. 40 (New Westminster) (hereafter called the "Board") is an eligible school district pursuant to Division 10.1 of the Local Government Act for which the Board has indicated an eligible school site requirements in its approved 2022-2023 Five-Year Capital Plan;

AND WHEREAS, the Board submitted its eligible school site requirement pursuant in its capital plan to the Ministry of Education after the Board consulted with and received approval from each local government within the School District pursuant to the Local Government Act;

AND WHEREAS, the site acquisition component of the 2022-2023 Five-Year Capital Plan for School District No. 40 (New Westminster) was approved by the Minister of Education on the 15th day of March, 2022 with the Minister requiring that the School Site Acquisition Charge Bylaw be adopted by the Board within sixty (60) days;

NOW THEREFORE, the Board enacts as follows:

1. This bylaw may be cited as School District No. 40 (New Westminster) Bylaw SSAC 2022-1 to set the 2022/23 School Site Acquisition Charge.

2. "Eligible Development" means
   (a) A subdivision of land in School District No. 40 (New Westminster); or
   (b) Any new construction, alteration, or extension in School District No. 40 (New Westminster) that increases the number of self-contained units on a parcel.

3. Pursuant to Division 10.1 of the Local Government Act, the Board establishes the charges applicable to the prescribed categories of eligible development for the School District in accordance with the following formula: SSAC =[(A><B) / C] *X* D

   WHERE SSAC = the School Site Acquisition Charge applicable to each prescribed category of eligible development

   A= $50,000,000 (the value of land required to meet the Board's eligible school site requirements)

   B = 35 percent [pursuant to Section 937.5(1)1

   C = 12,935 (the number of approved eligible development units); and

   D; a factor set by Provincial Regulation for each prescribed category of eligible development.

4. The school site acquisition charges applicable to the categories of eligible development as prescribed by BC Regulation 17/00 for the school district are set out in the table below:

Prescribed category of Eligible Development (BC Reg 11/00)	**D** (Factor set by BC Reg 17/00)	School Site Acquisition Charge* SSAC = [(A)(B) / C] x D
Low Density(< 21 units/ha)	1.25	$1,000 per unit
Medium Low Density (21-50 units/ha)	1.125	$900 per unit
Medium Density (51-125 units/ha)	1.000	$800 per unit
Medium High Density (126 – 200 units/ha)	0.875	$700 per unit
High Density(> 200 units/ha)	0.750	$600 per unit

**(The SSAC rate is capped at maximum allowed pursuant to Provincial Regulations)*

5. The school site acquisition charge does not come into effect until sixty (60) days after the adoption of the bylaw or as regulated by the Province.

READ A FIRST TIME THE 24th DAY OF MAY, 2022;
READ A SECOND TIME THE 24th DAY OF MAY, 2022;
READ A THIRD TIME, PASSED AND ADOPTED THE 24th DAY OF MAY, 2022.

Board Chair

Secretary Treasurer

I HEREBY CERTIFY this to be a true and original School District No. 40 (New Westminster} SSAC Bylaw No. 2022-1 adopted by the Board the 24th day of MAY, 2022.

Secretary Treasurer

TRUSTEE ELECTIONS BYLAW

BYLAW NO.2022-TE-SD40-01

TRUSTEE ELECTIONS

BOARD OF EDUCATION OF SCHOOL DISTRICT #40 (New Westminster)

A bylaw to provide for the determination of various procedures for the conduct of general school elections and other trustee elections.

Preamble

Under the *School Act,* the Board of Education may, by bylaw, determine various procedures and requirements to be applied in the conduct of trustee elections.

In School District #40 (New Westminster), seven trustees are elected from a single electoral area, namely, the Municipality of New Westminster.

The Board of Education wishes to establish various procedures and requirements under the authority of the *School Act* for trustee elections.

The Board of Education, in an open meeting of the Board, enacts as follows:

1. Definitions

The terms used shall have the meanings assigned by the *School Act,* the *Local Government Act*, and the *Local Elections Campaign Financing Act* except as the context indicates otherwise.

"Board" or "school board" means the Board of Education of School District #40 (New Westminster).

"By-election" means a trustee election to fill a vacancy on the school board in any of the circumstances described in section 36 of the *School Act*.

"Election" means a trustee election.

"General Voting Day" means the date on which general voting for a trustee election is to take place, whether part of the general school elections or a by-election.

"Minister" means the Minister of Education.

2. Application

(a) This bylaw applies to both general school elections and by-elections, except as otherwise indicated.

3. Order of Names on the Ballot

The order of names of candidates on the ballot will be alphabetical.

4. Resolution of Tie Vote after Judicial Recount

In the event of a tie vote after a judicial recount, the tie vote will be resolved by lot in accordance with the *Local Government Act.*

5. Website Access to Candidate Nomination Documents and Campaign Financing Disclosure Statements

5.1 The Board authorizes public access, during the regular office hours at the Board's office, to nomination documents of trustee candidates by internet or other electronic means until *30* days after declaration of the election results.

5.2 The Board will make available to the public for inspection, without charge, during the regular office hours of the Board's head office, the trustee candidates' campaign financing disclosure statements and supplementary reports, other than a mailing address or residential address of a significant contributor until 5 years after general voting day either by providing:

(a) Access by internet, or

(b) A copy of that information for inspection

5.3 The Board will, on request, provide a copy or other record of trustee candidates' campaign financing disclosure statements and supplementary reports for as long as they are required to be available to the public under section 5.2 for a fee of $.50 per page.

5.4 Before providing the services under section 5, the Board, requires the person requesting the service to:

a. Satisfy the Board that any purpose for which personal information is to be used is permitted by section 63 of the *Local Elections Campaign Financing Act* and

b. Provide a signed statement that

(i) The individual, and

(ii) If applicable, any individual or organization on whose behalf the first individual is accessing, inspecting or obtaining the copy or other record

will not use personal information included in the copy or other record except for a purpose permitted under the *Local Elections Campaign Financing Act*.

6. Application of Local Government Bylaws

In School District No. 40 (New Westminster) the election bylaws of the Corporation of the City of New Westminster apply to trustee elections conducted by the Corporation of the City of New Westminster as they may be amended from time to time, except for bylaws determining the minimum number of nominators, the order of names on the ballot,the resolution of tie votes after judicial recount, requiring a nomination deposit, orany other matter on which the local government bylaws may not by law apply to a trustee election.

7. Title

This bylaw may be cited as ‘School District No. 40 (New Westminster) Trustee Elections Bylaw No. 2022-TE-SD40-01

8. Repeal

School District 40 New Westminster Trustee Elections Bylaw No 1-93 is hereby repealed.

Date of first reading: May 24, 2022

Date of second reading: May 24, 2022

Date of third reading and adoption: May 24, 2022

____

Board Chair

(Corporate seal)

____

Secretary-Treasurer

Legal Reference: *Sections 36, 37(1), 38(4)-(5), 45(1)(5)(7)(8)-(10), 46(1)(4) School Act*
Sections 71(2), 72.1, 73(6) (7), 96, 97(2), 97(3), 99, 100, 103, 107, 110, 141 Local Government Act
Sections 58, 59 Local Elections Campaign Financing Act

SD No. 40 (New Westminster)

Adopted: *May 30, 2017*

Revised: *May 29, 2018*
May 24, 2022

New Westminster Schools

School District No. 40 (New Westminster)

Supplement to: **<u>OPEN BOARD OF EDUCATION MEETING</u>**

Date: May 24, 2022

Submitted by: Bettina Ketcham, Secretary-Treasurer

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

Subject: 2022-23 Eligible School Site Proposal (ESSP)

Background

Provincial Legislation requires that an ESSP resolution be passed annually if the school district plans to acquire future school sites. The purpose of the ESSP is to identify the eligible school site requirements for the District that will be incorporated into its Five-Year Capital Plan.

Pursuant to the School Site Acquisition provisions of the Local Government Act, a 2022-23 Eligible School Site Proposal (ESSP) has been drafted in consultation with local government. The District's 10-year residential unit projections are based on information provided by City of New Westminster.

The ESSP is required to be passed by the Board of Education annually to identify proposed new school site requirements in the District, including long-term future acquisitions. Once adopted by the Board, a certified copy of its ESSP resolution and report will be provided to the City of New Westminster for acceptance pursuant to the School Site Acquisition Provisions of the Local Government Act. The eligible school site requirements must also be included in the District's Five-Year Capital Plan.

Pursuant to the Local Government Act, it has been estimated that the student growth from new housing units within ten years, based on estimated student yield from different forms of housing in Schedule 'A'. The general location, size and cost of proposed school sites is identified in Schedule 'B'.

The projected growth of new housing and impact on enrolment growth at schools has been included in the District's Long Range Facilities Plan (LRFP), which recognizes the need for future school sites in the Fraser River Zone, Glenbrook Zone and Queensborough Zone to serve short term and long-term growth beyond 2035.

SUMMARY

This report recommends the 2022-23 Eligible School Site Proposal (ESSP) be approved by the Board of Education through adoption of the attached resolution, pursuant to the requirements of the Local Government Act.

Following the approval of the 2022-23 ESSP, a certified copy of the Board's resolution will be submitted to the City of New Westminster for acceptance pursuant to the Act, and the eligible school site values will be included in the 2023-24 Five-Year Capital Plan.

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approves the 2022-23 Eligible School Site Proposal (ESSP) through adoption of the 2022-23 ESSP Resolution.

May 24, 2022

Board Resolution – 2022-23 Eligible School Site Proposal (ESSP)

WHEREAS Section 142 of the School Act requires that a Board of Education submit a capital plan to the Minister of Education; and

WHEREAS Local Government Act Section 574.2 requires that before a board of education submits the capital plan required under School Act Section 142 it consult with each local government in the school district and, that the board of education and local government make all reasonable efforts to reach agreement on the following:

- a projection of the number of eligible development units to be authorized over the 10 year period that has been specified by the Minister of Education;
- the projection of the number of school age children (as defined in the School Act) that will be added to the school district as the result of the eligible development units;
- the approximate size and number of school sites required to accommodate the number of school age children projected as a result of the addition of eligible development units;
- the approximate location and value of the school sites; and,

WHEREAS the Board of Education of School District No. 40 (New Westminster) has consulted with representatives of the development industry and the City of New Westminster on these matters;

IT IS RESOLVED THAT:

1) Based on information received from local government, the Board of Education of School District No. 40 (New Westminster) estimates that there will be 12,935 new development units constructed in the school district over the next 10 years (Schedule ‘A’);
2) These 12,935 new development units will be home to an estimated 1,963 school age children (Schedule ‘A’);
3) The Board of Education expects that one (1) new school site will be required in the vicinity of the Fraser River zone as well as planned expansions to a number of schools over the next 10 year period to accommodate student growth resulting from new residential development within the school district;
4) According to Ministry of Education site standards presented in Schedule ‘B’, the eligible school site will require approximately four and a half (4.5) hectares in the Fraser River, Glenbrook and Queensborough zones; the sites are expected to be purchased within 10 years and at current serviced land cost, the land would cost approximately $50,000,000; and
5) The Eligible School Site Proposal be incorporated into the 2023-24 Five-Year Capital Plan and submitted to the Ministry of Education.

I hereby certify this to be a true copy of the resolution for approval of the 2022-23 Eligible School Site Proposal adopted by the Board of Education the 24th day of May 2022.

Bettina Ketcham, CA, CPA, MPAcc
Secretary-Treasurer

SCHEDULE 'A' 2022-2031 Projections - Eligible Development and Student Yield (School Age Children)

Table 1 - SCHOOL DISTRICT 40 - ELIGIBLE DEVELOPMENT UNITS -
Annual estimate of new units by housing type (10 Year Estimates 2021-2030 based on growth forecasts by City of New Westminster).

Form of Housing \ Year	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	10 Year Total
Single Detached	10	10	10	10	10	10	10	10	10	10	105
Row Houses	450	450	450	450	450	450	450	450	450	450	4,522
Low Rise Apartments	250	250	250	250	250	250	250	250	250	250	2,524
High Rise Apartments	573	573	573	573	573	573	573	573	573	573	5,784
Total Units	***1,294***	***1,294***	***1,294***	***1,294***	***1,294***	***1,294***	***1,294***	***1,294***	***1,294***	***1,294***	***12,935***

Table 2 - PROJECTED SCHOOL AGE YIELD (Age 5-17 population yield estimated from projected Eligible Development Units (EDU students by housing type 2020-2029)

Form of Housing \ Year	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	10 Year Total
Single Detached	7	7	7	7	7	7	7	7	7	7	**65**
Row Houses	153	153	153	153	153	153	153	153	153	153	**1,530**
Low Rise Apartments	23	23	23	23	23	23	23	23	23	23	**225**
High Rise Apartments	14	14	14	14	14	14	14	14	14	14	**143**
Total EDU Students	***196***	***196***	***196***	***196***	***196***	***196***	***196***	***196***	***196***	***196***	***1,963***

Table 3 - ESTIMATED AVERAGE NEW K-12 STUDENT YIELD RATE FROM NEW HOUSING

Form of Housing \ Year	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Average Yield
Single Detached	0.65	0.65	0.65	0.65	0.65	0.65	0.65	0.65	0.65	0.65	**0.65**
Row Houses	0.34	0.34	0.34	0.34	0.34	0.34	0.34	0.34	0.34	0.34	**0.34**
Low Rise Apartments	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09	**0.09**
High Rise Apartments	0.025	0.025	0.025	0.025	0.025	0.025	0.025	0.025	0.025	0.025	**0.025**

Notes:

The annual estimate of new development units for each category is based on averaging student yield from projected new housing over 10 years.

1)The 10 year housing build out projections by City of New Westminster is provided through City of New Westminster after review of current applications in process or near completion and future estimates within OCP and land use bylaw limits- by form of development;

2) does not include potential future development that may require major changes to City of New Westinster Official Community Plan; and

3) assumes that the housing market in the District will be relatively strong over the next decade.

The estimated average student yield by form of development is based on historical information on student yield - actual student yield may vary.

SCHEDULE 'B' - 2022-23 ELIGILIBLE SCHOOL SITE PROPOSAL (ESSP) -

Proposed new sites and site expansions to be included in the 2021 Five Year Capital Plan for submission.

SITE - General Location	**Queensborough zone**	**Fraser River zone**	**Glenbrook zone**	**TOTALS**
Basis of Cost	Site Expansion	New Site Acquisition	Site Expansion	
Type of Expansion	Site Expansion	Future Middle School	Future Elementary School	
Existing Capacity	375	0	0	375
Long Term Capacity	875	500	450	1825
Standard Site Area (Ha)	4.5	2.8	2.7	10.0
Existing Site Area (Ha)	1.59	0	0.2835	1.877
Proposed Size Expansion Area (Ha)	**1.38**	**0.77**	**0.60**	**2.75**
Total Site Area After Expansion (Ha)	**2.97**	**0.77**	**0.88**	**4.63**
Estimated Cost of Land	**$ 12,000,000**	**$ 25,000,000**	**$ 13,000,000**	**$ 50,000,000**

ELEMENTARY

ITEM	COST
Agenda/Planner	$4.00 - $8.00
School supplies (optional)	$25.00 - $40.00
Recorder fee (may purchase or use school recorder)	$5.00

MIDDLE

ITEM	COST
Agenda/Planner	$6.00 - $10.00
School Supplies (optional)	$40.00
Yearbook (optional)	$25.00 - $40.00
Band practice book (optional)	$10.00 - $15.00
Band rental (rental cost depends on instrument)	$10.00 - $40.00/mo.
Gr. 8 Athletic fee	$35.00/sport
Locks (optional)	$7.00

STUDENT ACTIVITY FEE (Total)			$30
Other: (specify)		Yearbook (optional)	$55
GRADUATION ACTIVITY FEE (Total)		Ceremony (includes rental of grad gown, cap and tassel purchase)	$100
DEPARTMENT	**COURSE CODE**	**COURSE NAME or Description**	**FEE**
		Football	New player $290 Returning player $250
Business Education	MAC-11	Accounting 11 (optional workbook)	$30
IB	Program Fee	Program Fee for IB registration (annual)	$75
	Diploma Fees Grade 11	Diploma Fees Grade 11 (deposit; balance based on # of courses)	$500
	Diploma Fees Grade 12	Diploma Fees (balance based on # of courses)	$850
Math	MFOM-11	Foundations of Mathematics 11 workbook (optional)	$25
	MFOM-12	Foundations of Mathematics 12 workbook (optional)	$25
Music	Rental of school-owned instruments: MU--09, MMUCB10, MICB11, MICB12, XLDCB09, MMUJB-10, MIMJB11, MIMJB12, MMU—09O, MMUOR-10, MIMOS11, MIMOS12	Concert Band 9 to 12, Jazz Band 9 to 12	$100
Tech Ed		Skills exploration 9	$50
Apprenticeship Programs		Carpentry	$500 plus $160 workbook
		Plumbing	$500 plus $200 workbook
		Chef Apprenticeship	$350 plus $300 workbook
Visual Art	9-12 Art classes	Personal Supplies for the class (optional)	Optional $65
ADST		Culinary Arts 10-12	$25 for FS Course, Uniform and Cap

New Westminster Schools

SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
RECORD OF APRIL 26, 2022, IN-CAMERA MEETING

ADOPTION OF AGENDA – 5:30 PM

MINUTES FOR APPROVAL – 5:35 PM

CORRESPONDENCE – Nil

REPORTS FROM SENIOR MANAGEMENT – Facilities & Administration – 5:40 PM

The meeting was recessed at 6:58 pm

The meeting resumed at 9:49 pm

NEW BUSINESS – 9:50 PM

ITEMS TO BE REPORTED OUT AT OPEN MEETING – 10:15 PM

NOTICE OF MEETINGS – 10:15 PM

ADJOURNMENT – 10:16 PM