



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

Tuesday, October 4, 2022

6:30 pm

Via Zoom Link

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

			Pages
1.	<u>Approval of Agenda</u>	6:30 PM	
Recommendation: THAT the agenda for the October 4, 2022 Operations Policy and Planning Committee meeting be adopted as distributed.			
2.	<u>Comment & Question Period from Visitors</u>	6:35 PM	
3.	<u>Reports from Senior Management</u>		
a.	Capital Projects Update (Verbal) (D. Crowe)	6:45 PM	
	i. NWSS Decommissioning		
	ii. Queen Elizabeth Expansion Project		
	iii Skwo:wech Phase 2 Landscaping		
b.	Operations Update	6:55 PM	
	i. Operations and Finance Report September 2022 (B. Ketcham)		3
	ii. Technology Information Services Report (Verbal) (M. Naser)		
c.	Human Resources & Staff Update (Verbal) (R. Weston)	7:05 PM	
	i. Enrolment and Staffing Report (M. Naser and R. Weston)		4

	ii. Non-Replacement Report (R. Weston)	7
d.	Childcare Report (T. Anderson)	7:25 PM 8
	i. Childcare Backgrounder	16
e.	Short Term Capacity Review (B. Ketcham)	7:40 PM 21

Recommendation:

That the Operations policy and planning Committee of School District No. 40 (New Westminster) recommend to the Board of Education to approve the conversion of NLC space utilized for community programming at Qayqayt Elementary back to classrooms used for general instruction in anticipation for needs of the 2023-24 school year.

Recommendation:

That the Operations Policy and Planning Committee of School District No. 40 (New Westminster) recommend to the Board of Education to defer staff presentations and recommendations relating to programs of choice and short-term capacity review until March 2023 Regular School Board Meeting.

4.	<u>General Announcements</u>	8:10 PM
5.	<u>New Business</u>	8:15 PM
6.	<u>Old Business</u>	8:20 PM
7.	<u>Question Period (15 Minutes)</u>	8:25 PM
	<i>Questions to the Chair on matters that arose during the meeting.</i>	
8.	<u>Adjournment</u>	8:40 PM

Capital Projects, Operations and Planning

1. Work on phase 2 of the Lord Tweedsmuir school enhancement project is expected to conclude in October. This completes the replacement of the exterior cladding envelope and includes all new doors and windows.
2. Substantial work on the Queensborough Middle School roof replacement was done over the summer months with completion in September. A reflooring project was also completed at the school.
3. Lord Kelvin handle and lock replacement for accessibility to be completed by December.
4. EV car charging stations to be installed at Glenbrook Middle School and maintenance/IT building in December.
5. Heat pump at Glenbrook- piping done over the summer, heat pump to be installed over Christmas Break.
6. Playground replacement (through PEP funding) at Tweedsmuir to be started in October

Finance

1. The team completed the fiscal year end audit with the financial statements being approved by the Board and required documents submitted to the Ministry.
2. Finance Roadshow visits were completed by the Secretary Treasurer and Assistant Secretary Treasurer at the end of August. The results of the 2021/22 year were reviewed with school principals as well as 2022/23 budgets.
3. Implementation of two new modules within our ERP system was completed. One module improves integration between the payroll and HR modules, reducing the volume of manual intervention. The other module incorporates Purchasing Card reporting into the system, simplifying the process for employees and staff as well as providing easier access to documents digitally.

Ministry & Other Submissions: September 2022

Submitted to:	Description	Date
Ministry of Education and Child Care (MECC)	Financial Statements and Financial Statement Discussion and Analysis for the year ended June 30, 2022	September 29, 2022
Ministry of Education and Child Care	2020/21 Holdback Carryover & 2021/22 Restart Funding – Final Reporting	September 29, 2022
Ministry of Education and Child Care	2021/22 Classroom Enhancement Fund – Year-end Reporting	September 29, 2022
Ministry of Education and Child Care	Minor Capital Programs 5-Year Capital Plan Submission	September 30, 2022
Ministry of Education and Child Care	2021/22 Indigenous Education – Year-End Financial Report	October 1, 2022
Ministry of Education and Child Care	2022 Portable and Modular Inventory	September 30, 2022
Ministry of Education and Childcare	Ventilation system reports	September 30, 2022



Supplement to: OPERATIONS POLICY & PLANNING MEETING

Date: September 29, 2022

Submitted by: Maryam Naser, Associate Superintendent and Robert Weston, Executive Director of Human Resources

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

Subject: Staffing and Enrollment Report as at September 29, 2022

Background:

The following tables provide the staffing and enrollment numbers for the current 2022/2023 school year. The enrollment numbers are taken from the September 29, 1701 data. As a comparison, the staffing and enrollment numbers from the 2020/2021 and 2021/2022 years are included.

Overall FTE District Enrollment (1701)	2020-2021 (FTE)	2021-22 (FTE)	2022-23 (FTE)	Difference (FTE)
Lord Kelvin Elementary	486	521	580	59
Herbert Spencer Elementary	471	492	491	(1)
Skwo:wech Elementary	419	410	424	14
Lord Tweedsmuir Elementary	354	358	393	35
FW Howay Elementary	117	112	112	-
Connaught Heights Elementary	154	145	148	3
Queen Elizabeth Elementary	426	443	487	44
Qayqayt Elementary	522	561	614	53
Glenbrook Middle School	685	677	657	(20)
Fraser River Middle School	539	555	622	67
Queensborough Middle School	350	352	371	19
New Westminster Secondary	1717.4	1840.2	1914.3	74.1
Total K-12 Regular 1701	6240.4	6466.2	6813.3	347.1
Sigma	36	44.6	72.4	27.8
Power	40.4	43.1	35.25	(7.8)
Royal City	20	12	17	5
Total Alternate	96.4	99.7	124.6	24.9
New Westminster On-Line	112.9	56.6	19.2	(37.4)
New Westminster Continuing Ed	99	16.2	22.5	6.3
Total Continuing Education, On-Line	211.9	72.8	41.7	(31.1)
HLP (Hume Park)	139.6	121	116	(5)
Total Home Learners	139.6	121	116	(5)
Total	6688.3	6760.2	7095.6	335.4

Special Programs	2020-2021	2021-22	2022-23	Difference
Indigenous Education	269	299	287	(12)
Special Education	645	734	753	19
ELL	1247	1282	1448	166
International Students	114	147	205	58
Summer Learning	43.1	43.8	243.2	199.5

Non-Enrolling Ratios

Non-Enrolling Staff (7095.6 enrollment)	Ratio	Staffing Requirement 2022/2023
Teacher-Librarian	1:702	10.1
Counsellors	1:535	13.3
Resource/Learning Support - Resource	1:342	20.7
Resource/Learning Support - LA	1:387	18.3
Resource/Learning Support – ELL*	1:61.4	23.6
Total Combined Resource/LA/ELL	-	62.6

*Calculated based on ELL student enrollment not overall student enrollment

Ratio Driven Non-Enrolling Staffing 2022/23

Non-Enrolling Staff	Staffing Required	Current Staffing	Pending Staffing
Teacher-Librarian	10.1	10.2	0
Resource/Learning Support (Res./LA/ELL) combined	62.5	60.5	2.0
Counsellors	13.2	16.4	0.60

Total NWTU Staffing

Teacher Staffing Total FTE	2020-2021	2021-22	2022-23
Curriculum Facilitators	4.4	2.743	4.529
Mentorship & Instructional Leadership	0	2.6	1.2
Indigenous Education Grad Coach	.7	0.5	0.5
Non-ratio driven inclusive education staff	5 (1 posting)	6	6.6
Total (NWTU)	438 (8 postings)	432 (3 postings ⁴)	454 (4 postings ⁴)



Total CUPE staffing

CUPE Staffing (positions count)	2020-2021	2021-22	2022-23
Education Assistants ¹	180	181	201
Custodial	33	34	28
Site Clerical ²	35	33	34
Other ³	109	111	109

¹ Includes: 1 ABA Support Worker

² Includes: SBO reception, Library Tech, International Education, 2 Central Registration (Sec III), 1 Maintenance Secretary, 1 Community Navigator, 1 Sec2 Learning Services

³ Includes: Strongstart, Noon hour Supervisors, Crossing Guards, Bus Attendant, Accounting Clerk, HR Assistants, Buyers, Community Navigator, IT, Maintenance Trades, Chef Assistants, 1 Student Learning Services Assistant, Child Care Workers, Aboriginal Support Workers

⁴ Includes: Spanish/French Teacher NWSS, LST Resource Power/Rcap, LST Resource QQ, Counsellor GMS/Connaught.

Supplement to: Operations Policy & Planning Committee Meeting

Date: September 27, 2022

Submitted by: Robert Weston, Executive Director of Human Resources

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

Subject: September 6, 2022 to September 22, 2022 Non-Replacement Data (Staffing)

Background:

The data chart below is provided in response to the following Board motions:

MOTION: 2018-118 - Teachers Teaching On-Call (TTOC) Shortages, and

MOTION: 2018-119 - Educational Assistants Absence Coverage

SEPTEMBER 2022	Total Teacher or EA days <u>15</u>	Total absence days in month	Total absence days replaced in month	Total absence days not replaced by TTOC's/Casuals	** Covered by School based administrators
A. Enrolling Teaching assignments	5475	117	108	9	3.75
B. Non-Enrolling assignments	1822.5	40	16.5	23.50	0
C. Education Ass	2745	166	154	13	N/A

SEPTEMBER 2021	Total Teacher or EA days <u>15</u>	Total absence days in month	Total absence days replaced in month	Total absence days not replaced by TTOC's/Casuals	** Covered by School based administrators
A. Enrolling Teaching assignments	5272.50	150	131	19	9
B. Non-Enrolling assignments	1746	37.5	14.5	23	0
C. Education Ass	2520	165	108	57	N/A

** All such absences were covered by the reassignment of non-enrolling teachers or school-based administrators



Childcare Update

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.

Existing School Age Care Sites

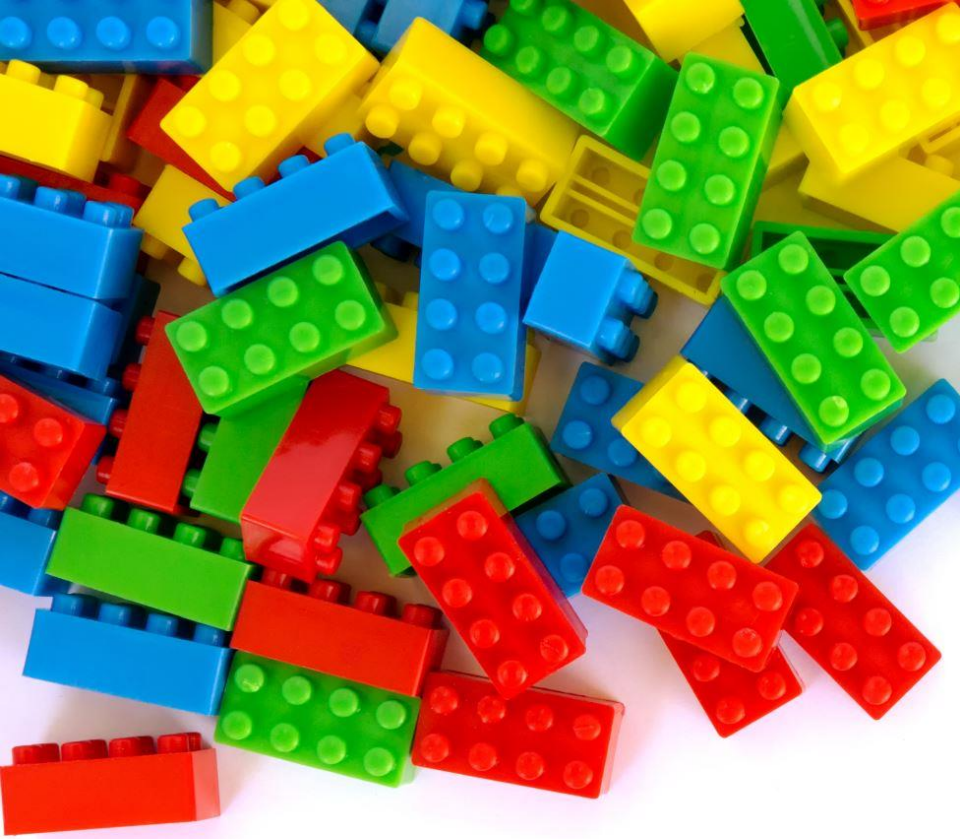
School Name	Childcare Name	Capacity	Shared Space	Dedicated Space	Waitlist Numbers**(based on 2021/22 school year)	Areas for Potential Future Expansion
Connaught Heights	Dragon's Grove	54	Gym	Portable	61	There are no available spaces to utilize at this time.
FW Howay	Misty Meadows	54	Gym	Multipurpose room	45	Music room
Herbert Spencer*	Spencer's Alley	18	Music room		174 <i>(combined with Glenbrook)</i>	There are no available spaces to utilize at this time.
Lord Kelvin	Klub Kelvin	24		Portable	43	Music Room
Lord Tweedsmuir	Playwest Kids	54		Two classrooms	116	There are no available spaces to utilize at this time.
Qayqayt	Kids Korner	25	NLC		192	There are no available spaces to

						utilize at this time.
Queensborough	QE Clubhouse and Kids Borough	96	StrongStart classroom	Portables	131	There are no available spaces to utilize at this time.
Glenbrook	Griffins Alley	40	Multipurpose room		174	There are no available spaces to utilize at this time.
Home Learners	Hilltop	48	Classroom •	Portable	109 <i>(Combined with Skwa:wech)</i>	There are no available spaces to utilize at this time.
<u>Skwa:wech</u>	Park Place	54	StrongStart Gym		109	There are no available spaces to utilize at this time.
Totals		467			871	

Existing 0-5 Child Care Centres (Purpose Society)

Childcare Name	Location	Infant Toddler 18 months-3 years old)	Group Childcare (3-5)
Qayqayt Children's Centre	Qayqayt	12	24
Ready Set Grow	Fraser River Middle School	12	24
<u>Skwo:wech</u> Children's Centre*	<u>Skwo:wech</u>	12	25

**Skwo:wech Children's Centre is scheduled to open Fall 2022.*



Pilot Programs

Seamless Day Childcare

Just B4 Preschool

Changing Possibilities for Young Children

Changing Landscape



- Ministry of Education and Childcare
- Operational Funding
- New Childcare Manager position
- Bargaining
- Short Term Capacity Review

Supplement to: **OPERATIONS POLICY AND PLANNING MEETING**

Date: October 4, 2022

Submitted by: Tanis Anderson, District VP of Early Learning

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

Subject: Childcare Update

Background:

At the April 2022 regular open board meeting the following recommendation was approved in light of the above-noted direction and announcement from the Ministry on the impending change to its title and mandate:

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

Subsequent to this approval, in June, another recommendation was approved for guiding principles to support staff work over a short term capacity review. The staff work that will be undertaken to support the short term capacity review does impact the above noted recommendations. This will be further unpacked below.

- Guiding Principle #1 – Prioritize the utilization of space within our schools to support K-12 in-catchment regular enrolment while also ensuring sufficient play and outdoor learning space.
- Guiding Principle #2 – Programs of choice, community partnerships (including infant/toddler childcare), and non-instructional uses of space will be operated, and when necessary, relocated to school facilities where space permits.

The purpose of this document is to provide an update on the current state of childcare in New Westminister Schools, and to identify opportunities for expanding childcare where possible within our existing facilities and under the existing funding provided by the Ministry of Education. The

discussion of childcare continues to evolve rapidly in light of some key factors as further discussed below, including:

- Ministry of Education and Childcare funding
- ELCC position and environmental scan
- Short term capacity Review
- Collective Bargaining

This report is the first of many future reports and updates on childcare. As the Ministry begins to communicate additional details of how Districts can best deliver childcare, subsequent reports will be delivered including cost analysis, HR opportunities and creative strategies to increase supports for families.

Childcare – Before and After and Infant/Toddler Programs

The District has been a long-time supporter non-profit societies in delivering childcare within our facilities and on our grounds. Westminister Children's After School Society (WCASS) provides childcare in six Elementary and two Middle schools. It also provides childcare out of HLP (Home Learners Program). Purpose Society operates three childcare centres for 0-5 year old children, at Neighbourhood Learning Centres at Fraser River Middle School, Qayqayt Elementary, and Skwo:wech Elementary, and is a longstanding partner of New Westminister School District.

During the 2021/2022 school year, 90 childcare spaces for school age children have been added in collaboration with our continued partnership with WCAS. The 2022/2023 school year anticipates another increase in childcare spaces, as we work together with WCAS to licence spaces at Herbert Spencer which create approximately 18 spaces.

New Westminister Schools plans on continuing to partner with our non-profit societies, while at the same time exploring ways to licence additional before and after school spaces through the school district, with grants provided by the Ministry of Education, when they align with our key priority areas.

Please refer to the attachment for a summary of existing school age care sites and potential areas for expansion.

Pilot Programs

The District has undertaken two pilot programs based on funding received by the MECC – Seamless Day Childcare and JustB4. These pilot programs give the District the opportunity to grow and learn from our experiences, and those of other Districts in these pilots. The intent is to report back on the feasibility and over time, expand the programs if they are operationally and financially viable.

Seamless Day Childcare

The Seamless Day Kindergarten pilot program employs certified Early Childhood Educators to provide before and after school care in Kindergarten classrooms and to support learning alongside the classroom teacher. The program makes use of existing classrooms outside of

school hours and does not require new rooms or buildings. As of 2022, there are two Seamless Day programs operating, both at Qayqayt Elementary School.

There are many benefits to this program. Most importantly, it provides a space for our earliest learners that results in fewer transitions throughout the day. The ECE staff are specifically trained in the early years.

In 2021 New Westminister Schools licenced a Kindergarten classroom at Qayqayt Elementary School, and launched its first Seamless Day Childcare Program, which provides space for 12 children, before and after school.

In 2022, the program was expanded. The program is now licenced for 24 spaces at Qayqayt Elementary, thanks to additional funding from the Ministry of Education. There are four Early Childhood Educators employed, who all work at Qayqayt Elementary School.

Just B4 Preschool

Just B4 operates in conjunction with existing Strong Start programs by using available Strong Start spaces in schools. This partnership maximizes the use of Strong Start staff, space and resources within schools. In most cases, early childhood educators from Strong Start also teach in Just B4. Strong Start programs are taught in the mornings. The same staff teach Just B4 in the afternoons.

Although not traditional childcare, the Just B4 program provides two hours a day of care for four year old children, which can be of assistance for caregivers. New Westminister schools has received funding to operate Just B4, which is scheduled to open in the Fall of 2022.

Changing Landscape

Ministry of Education and Childcare

On April 1, 2022, the Ministry of Education assumed the childcare portfolio which led to a change across the sector leading to a change in its name to the Ministry of Education and Childcare (MECC). The Ministry is still to outline a more fulsome plan on how childcare will be fully integrated within schools. At the time of writing, there has been no significant guidance to Districts on how best to proceed in creating additional childcare spaces. Similarly, the funding model utilized by the Ministry is unchanged from previous years.

It is challenging for Districts to come up with additional strategies to create childcare as there is yet no clarity on the funding to be received to support these initiatives. As recommendations and funding to support these recommendations are announced, this will better inform how the District can proceed. Again, it would be prudent to wait for further direction and come back to the Board with a more fulsome set of recommendations that can be financially supported.

Of significance and great excitement is that the Ministry has provided 3 years of funding for an Early Learning Childcare (ELCC) Administrative position and funding for an environment scan on

year 1. The District is actively recruiting for this position and is looking forward to having the expertise of taking on this growing portfolio. Given this impending change in staffing, it further supports that the more fulsome set of recommendations come at a later time, along with, any changes made to the funding model to support this work.

Short-Term Capacity Review

The District's enrolment continues to steadily increase greater than projections within the updated LRFP completed in 2021 and those prepared in the Spring when submitted to the Ministry for the 22-23 year.

As part of our work, we are currently in the process of navigating how we are able to accommodate our mandate surrounding K-12 education and how best to support childcare in our District. While the creation of spaces is critical, making sure we don't create deficits/losses in childcare in our community are of high importance to the Board.

Dedicated use childcare spaces may have to be reimaged to accommodate sharing of space in future to balance both childcare and instructional priorities. This presents a unique challenge with respect to infant/toddlers as the use of facilities competes for the same space as K-12 during instructional hours. Supporting infant/toddler programming is a real challenge in a capacity pressured and land-deficit district (31 acres) such as ours. To this end, the District has put forward applications for funding to support childcare spaces and we are currently awaiting approval. We are expecting to provide an update at the October 25th board meeting.

The upcoming capacity review work further reinforces that this childcare report will need to layer in aspects of the short-term capacity review before a more fulsome set of recommendations can be made to further expand on the creation of space.

Impacts of Collective Bargaining on Childcare

New Westminster Schools is about to commence collective bargaining with its CUPE Local 409. The first meeting is scheduled for October 14th. We expect an intensive bargaining schedule through late October and November, hopefully leading to a renewal of the collective agreement being agreed to in December for final approval by our Board of Education and the BCPSEA Board of Directors in January 2023. Our bargaining process will include the consideration of including the Framework Agreement in our final collective agreement.

BCPSEA has stated that there exists too many unknowns as to the program and in particular a lack clarity from the Ministry of Education and Child Care as to mandate and funding. Further, local conditions and space constraints would play an important role in determining what options school districts face in relation to future day care opportunities.

We would hope that greater clarity will be forthcoming in the months to come, enabling all school districts to more substantively address the union issues that may arise. This may occur after this round of bargaining is concluded and may need to be addressed by separate, and mid contract, provisions negotiations in 2023 or 2024. We will be guided by BCPSEA on the timing of this.

Next Steps

- As noted above, we are in the process of hiring a new manager to support the childcare portfolio.
- Where possible, we are licensing spaces such as gymnasiums and multi-purpose rooms to allow for additional before and after school care, in partnership with the Westminister Children's After School Society (WCASS).
- Await the adjudication of the new spaces fund applications put forward over the summer months.
- Continue to await for further direction and funding from the MECC on operational funding and best practices to create additional childcare spaces to support families
- Continue to operate the pilot programs (Seamless Day and Just B4) and provide feedback to MECC on lessons learned and work to scale up programs that are evaluated to be financially and operationally sustainable.

Existing School Age Care Sites

School Name	Childcare Name	Capacity	Shared Space	Dedicated Space	Waitlist Numbers**(based on 2021/22 school year)	Areas for Potential Future Expansion
Connaught Heights	Dragon's Grove	54	Gym	Portable	61	There are no available spaces to utilize at this time.
FW Howay	Misty Meadows	54	Gym	Multipurpose room	45	Music room
Herbert Spencer*	Spencer's Alley	18	Music room		174 <i>(combined with Glenbrook)</i>	There are no available spaces to utilize at this time.
Lord Kelvin	Klub Kelvin	24		Portable	43	Music Room
Lord Tweedsmuir	Playwest Kids	54		Two classrooms	116	There are no available spaces to utilize at this time.
Qayqayt	Kids Korner	25	NLC		192	There are no available spaces to utilize at this time.

Queensborough	QE Clubhouse and Kids Borough	96	StrongStart classroom	Portables	131	There are no available spaces to utilize at this time.
Glenbrook	Griffins Alley	40	Multipurpose room		174	There are no available spaces to utilize at this time.
Home Learners	Hilltop	48	Classroom	Portable	109 (<i>Combined with Skwo:wech</i>)	There are no available spaces to utilize at this time.
Skwo:wech	Park Place	54	StrongStart Gym		109	There are no available spaces to utilize at this time.
Totals		467			871	

Existing 0–5 Child Care Centres (Purpose Society)

Childcare Name	Location	Infant Toddler 18 months–3 years old)	Group Childcare (3–5)

Qayqayt Children's Centre	Qayqayt	12	24
Ready Set Grow	Fraser River Middle School	12	24
Skwo:wech Children's Centre*	Skwo:wech	12	25

**Skwo:wech Children's Centre is scheduled to open Fall 2022.*

Supplement to: **OPERATIONS POLICY AND PLANNING MEETING**

Date: October 4, 2022

Submitted by: Bettina Ketcham, Secretary-Treasurer

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

Subject: Short-Term Capacity Review Update

Background:

The District's enrolment continues to steadily increase greater than projections within the updated LRFP completed in 2021 and those prepared in the Spring when submitted to the Ministry for the 22-23 year. On June 21 2022, at the regular open board meeting, the Board of Education passed the following principles to guide staff work as we undertook a review of short-term capacity strategies:

Guiding Principle #1 – Prioritize the utilization of space within our schools to support K-12 in-catchment regular enrolment while also ensuring sufficient play and outdoor learning space.

Guiding Principle #2 – Programs of choice, community partnerships (including infant/toddler childcare), and non-instructional uses of space will be operated, and when necessary, relocated to school facilities where space permits.

The following report provides an update on work that has taken place over the past few months in trying to alleviate capacity pressure in the District until a new facility can be built to add permanent seats across the District. The creation of short-term capacity is complex and difficult. The District is doing its best to create sufficient capacity in the short term while being mindful to minimize disruption to families and students, as is possible. It is recognized that while short term capacity is being created, that the decisions put before the board will have long-lasting impacts.

It should be noted that a short term capacity strategy must come in layers as the work evolves and decisions are made at each stage. The report outlines some of the first phases of work in a multi-layered plan as part of a short term capacity strategy.

New Spaces Fund Applications

Based on the Board's strategic plan, guiding principles as approved above, and reflective of the continued commitment to support families and child care options, the District applied for two projects within the New Spaces Funds through the Ministry of Education and Childcare to relocate both infant/toddler programs currently located at FRMS (36) and Qayqayt (36), servicing 72 infant/toddlers in total. The applications propose we would relocate these two programs, one to the grounds of Lord Tweedsmuir Elementary and the other to FW Howay Elementary, which are the District's two largest school sites.

At the time of writing, no approval has yet been received in response of these two applications. If approved, the District could create 6 classroom spaces, 4 at FRMS and 2 at Qayqayt subsequent to the creation and relocation of new childcare space.

Given the recent information shared at the September 27, 2022 Board meeting regarding the staff recommendation in the concept plan for a New Fraser River Zone Elementary school adjacent to FRMS, the FRMS annex which currently houses approximately 100 students would have to be relocated to make way for construction. Furthermore, the District has not yet been approved for a new middle school and we have to manage the enrolment growth for FRMS in the coming years.

The District anticipates communication from MECC before the end of October and a subsequent update will be provided at the October 25, 2022 open board meeting.

Registration and immediate creation of space

The registration for New Westminister Schools for the 23-24 school year commences on November 7, 2022 for regular in-catchment enrolment. The District is facing severe pressure at most of our schools in the Fraser River Zone. At some sites, including Qayqayt and Lord Kelvin, no additional portables can be placed on school ground, thus capping the operating capacity at these schools. As you will recall, AP 300 *Student Admissions, Catchment Areas & Placement* was revised last year to include a lottery provision that where the number of registrations exceed available space, a randomized draw will be conducted to determine student placement, to account for these foreseen pressures.

As of the 1701 capture on September 29, Qayqayt has a school population of 614 students as of September 2022 (2021: 561). Six (6) portables have been placed on site since the completion of the school in 2014. As the demand for the school continues to grow, we will not be able to add new divisions and would be redirecting students to the closest alternate school outside their catchment. The District has already started to place students at other sites for the 22-23 year and this will only be further exacerbated in future years where dozens of students, including siblings of existing students, may be redirected.

In addition to the infant/toddler center, there is additional community programming located within Qayqayt elementary as well as before and after care utilizing shared space within the school. The conversion of these spaces back to classrooms would create much needed relief of 2 classrooms for the 23-24 year allowing greater capacity for in-catchment students. For the before/after care, it is proposed that Qayqayt's gymnasium be utilized (as it is already licensed) to maintain that program offered to students and families.

Staff recommend the following:

Recommendation

That the Operations policy and planning Committee of School District No. 40 (New Westminister) recommend to the Board of Education to approve the conversion of NLC space utilized for community programming at Qayqayt Elementary back to classrooms used for general instruction in anticipation for needs of the 2023-24 school year.

Program of Choice Review Deferral

While the short-term capacity review looks to create capacity in the short-term, the decisions being made will be permanent and have long-lasting impacts. Should the Board accept the creation of additional classroom space at Qayqayt for the 23/24 year, this creates additional time for staff to undertake a more fulsome Program of Choice review. At the June open Board meeting, the Board approved a plan for recommendation to come forward in November 2022. If space is created at Qayqayt, staff propose to come back with a plan which will encompass a District wide Program of Choice Review viewed from the lens of creating more robust educational programming, better alignment to the educational strategic directions and available capacity based on likely future capital projects (such as the new Fraser River Elementary School).

Under the program of choice review, all programs would be canvassed, and would include:

- Montessori
- Early and Late French Immersion
- Home Learners Program

In addition to the above programs which are embedded in our elementary and middle schools and in the Hume Park Learning Centre, the District has engaged an external consultant to assist in reviewing how we may be able to maximize capacity within NWSS. This work is expected to commence in October and be completed by winter break.

The District has again engaged a 3rd party consultant, to assist in updating our long-range facilities plan as we had committed to doing so every 18 months given our exceptional growth. This report is to be completed in early 2023 which aligns well with the proposed deferral of the program of choice review, allowing the short term capacity strategy to be baked in to this longer-term document. Staff recommend the following motion:



Recommendation

That the Operations Policy and Planning Committee of School District No. 40 (New Westminster) recommend to the Board of education to defer staff presentations and recommendations relating to programs of choice and short-term capacity review until March 2023 Regular School Board Meeting.

Next Steps

The District anticipates that it will hear back from MECC regarding the New Spaces Fund before the next open board meeting on October 25, 2022. The board will be asked to further discuss any recommendations coming forward depending on the outcome of these decisions.