



MINUTES OF THE NEW WESTMINSTER BOARD OF EDUCATION  
**OPERATIONS POLICY & PLANNING COMMITTEE**  
HELD TUESDAY, SEPTEMBER 20, 2016 AT 7:30 PM  
SCHOOL BOARD OFFICE, 800 ONTARIO STREET

**PRESENT:** Ms. J. Campbell, Board Chair  
Mr. C. Cook, Trustee  
Mr. M. Ewen, Trustee  
Mr. M. Gifford, Trustee  
Mr. J. Janzen, Committee Chair  
Ms. M. Lalji, Trustee  
Ms. K. Slade-Kerr, Board Vice Chair

Mr. P. Duncan, Superintendent of Schools  
Mr. K. Lorenz, Secretary Treasurer  
Ms. J. Grant, Associate Superintendent  
Ms. B. Basden, Recording Secretary

**1. ADOPTION OF THE AGENDA**

Moved and Seconded:

*THAT the agenda for the May 21, 2016 Open Operations Policy and Planning Committee meeting be as adopted as presented.*

*Carried Unanimously.*

**2. REPORTS FROM SENIOR MANAGEMENT**

*a) Summer Maintenance Work Projects Update*

In attendance to present a report on projects undertaken by the Facilities and Operations Department over the summer months were: Dino Stiglich, Director of Facilities & Operations; Mark Layzell, Manager Operations & Transportation; and, Matt Brito, Maintenance Manager.

Board Chair Campbell presented a plaque to the Facilities & Operations Staff to thank them for their on-going support and support and commitment to the students and staff of the New Westminster School District.

*b) Maintenance and Capital Project Update*

The Committee received the monthly update on Maintenance and Capital Projects.

*c) Monthly Financial Update*

The Committee received the Operating Fund – Year to Date Expense and Revenue to Budget Summary for the period ending July, 2016.

**3. TRUSTEE ASSIGNMENTS**

The Committee reviewed the list of current Trustee Liason to schools and programs and assignments were made for the 2016/17 school year

**4. AD HOC POLIC COMMITTEE**

The Committee received a copy of the draft revised policy manual.

Moved and Seconded:

*THAT the Operations Policy and Planning Committee recommend to the Board of Education for School District No. 40 (New Westminster) approve the draft revised policy manual be distributed for public consultation and that the Ad Hoc Committee and senior management provide recommendations for next steps at the October 11, 2016 meeting of the Operations Policy and Planning Committee.*

*Carried Unanimously.*

**5. GENERAL ANNOUNCEMENTS**

Superintendent Duncan advised the group that two meetings will be scheduled with the communications firm of Kirk & Company to discuss the Board's role in the NWSS stakeholders engagement. Tentative dates will be forwarded and Trustees are requested to confirm their availability in a timely manner.

As part of the Education Policy and Planning Agenda for the October 4<sup>th</sup> Superintendent's Workplan will be presented.

**6. NEW BUSINESS**

**7. ADJOURNMENT**

The meeting adjourned at 8:45 p.m.