



MINUTES OF THE **REGULAR MEETING OF THE  
NEW WESTMINSTER BOARD OF EDUCATION**  
HELD **TUESDAY, OCTOBER 24, 2017** AT 7:30 P.M.  
SCHOOL BOARD OFFICE, 811 ONTARIO STREET

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

Mr. P. Duncan, Superintendent of Schools  
Mr. K. Lorenz, Secretary Treasurer  
Ms. K. Hachlaf, Associate Superintendent  
Mr. R. Weston, Director of Human Resources  
Ms. B. Scott, Director of Programs and Planning  
Ms. P. Samra, Recording Secretary

Regrets: Mr. C. Cook, Trustee

*Chair Slade-Kerr recognized and acknowledged the Qayqayt First Nations, as well as the 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**

Moved and Seconded:

**2017-123**

*THAT the Board of Education of School District No. 40 (New Westminister) adopt the agenda for the October 24, 2017 Regular School Board.*

*Carried Unanimously.*

**2. APPROVAL OF THE MINUTES**

*a) Board Meeting Minutes for Approval*

Moved and Seconded:

**2017-124**

*THAT the Board of Education of School District No. 40 (New Westminister) approve the minutes from the September 26, 2017 School Board meeting.*

*Carried Unanimously.*

*b) Business Arising from the Minutes*

There was no business arising from the minutes.

**3. STUDENT RECOGNITION**

*a) Queensborough Middle School – Orange Shirt Day*

Queensborough Middle School students, Mahirah Afsheen, Sophia Avena, CJ Cook, and Mansimran Lall presented on Orange Shirt Day.

**4. COMMENT AND QUESTION PERIOD**

Visitors were welcomed and provided the opportunity to address the Board

## **5. CORRESPONDENCE FOR INFORMATION**

The Board received correspondence from the city of New Westminster in regards to 813-823 Carnarvon and 800 Columbia Street.

## **6. BOARD COMMITTEE REPORTS**

### ***a) Education Policy & Planning Committee***

- i. Education Committee Chair Michael Ewen provided an update from the Education Policy and Planning Committee meeting held on October 3, 2017.
- ii. Approval of the October 3, 2017 Education Policy and Planning Committee Minutes.

Moved and Seconded:

**2017-125**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the October 3, 2017 Education Policy and Planning Committee meeting.***

***Carried Unanimously.***

### ***b) Operations Policy & Planning Committee***

- i. Committee Chair, James Janzen, provided an update from the Operations Policy and Planning Committee meeting held October 10, 2017.
- ii. Approval of the October 10, 2017 Operations Policy and Planning Committee Minutes.

Moved and Seconded:

**2017-126**

***THAT the Board of Education for School District No. 40 (New Westminster) approve the minutes from the Operations Policy and Planning Committee meeting held October 10, 2017.***

***Carried Unanimously.***

- iii. Business Company

Moved and Seconded:

**2017-127**

***THAT the Board of Education for School District No. 40 (New Westminster) as the sole shareholder of the School District No. 40 Business Company take steps to dissolve the Business Company;***

***AND THAT the Board of Education direct the Secretary Treasurer to pay all outstanding liabilities of the business company to a maximum of \$40,000;***

***AND THAT the Secretary Treasurer be asked to take all necessary steps to minimize costs to dissolve the business company by requesting the Ministry of Education waive the reporting requirements under the Part 6.1 of the School Act.***

***Carried Unanimously.***

Moved and Seconded:

*THAT the Board of Education for School District No. 40 (New Westminster) table this motion to the next Operations meeting.*

*Motion Failed.*

iv. Hume Park

Moved and Seconded:

**2017-128**

*THAT the Board of Education of School District No. 40 (New Westminster) direct the Secretary Treasurer to take the appropriate steps to inform the ministry of the decision of the Board of Education for School District No. 40 (New Westminster) to reopen the facility located at 521 Fader Street, as Hume Park School.*

*Carried.*

v. Duty to Document

Moved and Seconded:

**2017-129**

*THAT the motion regarding duty to document be referred to staff and ask staff to inquire with the Office of the Information and Privacy Commissioner if they have available, or could refer the Board to, any guidance or resources that would be applicable to developing a duty to document policy.*

Moved and Seconded:

**2017-130**

*THAT the motion from the Operations Committee meeting referred to in the prior motion be include in the minutes to read*

*THAT the Operations Policy and Planning Committee recommend to the Board of Education for School District No. 40 (New Westminster) that the Board develop a Duty to Document Policy on the Duty to Document Board decisions and retention of School District decision making records, and that the Board determine what areas and/or what items should be specified in such a policy.*

*AND THAT the Board would like to refer staff to find best practices for duty to document at a school district level*

*Carried Unanimously.*

## **7. REPORTS FROM SENIOR MANAGEMENT**

### ***a) Student Enrollment and Staffing Update***

Director of Human Resources, Robert Weston and Director of Administration, Programs & Planning, presented student enrollment numbers and staffing update for 2017-2018.

*b) May Day Task Force*

Moved and Seconded:

**2017-131**

*THAT the Board of Education of School District No. 40 (New Westminster) send out the May Day recommendations for public consultation.*

*AND THAT the Board of Education of School District No. 40 (New Westminster) direct staff to conduct inquiries to determine if there are any community organizations interested in assuming responsibility of the May day ceremony in Queen's Park and/or the selection of the Royal Suites.*

*Carried Unanimously.*

**8. NEW BUSINESS**

*a. Student Trustee*

Moved and Seconded:

**2017-132**

*THAT the Board of Education of School District No. 40 (New Westminster) appoint no more than two Student Trustees, and one Aboriginal Student Trustee, to sit on the Board of Education.*

Moved and Seconded:

**2017-133**

*THAT the Board of Education of School District No. 40 (New Westminster) refer the motion to the Education Committee Meeting*

*Carried Unanimously.*

**6. TRUSTEE REPORTS**

Trustees spoke to the various meetings and events they attended over the past month.

**7. QUESTION PERIOD**

Members of the public were provided the opportunity to ask questions of the Board.

**8. NOTICE OF MEETINGS**

Nov 7, 2017: Education Policy & Planning Committee, 7:30 pm – École Herbert Spencer Elementary

Nov 14, 2017: Operations Policy & Planning Committee, 7:30 pm – School Board Office

Nov 28, 2017: School Board Meeting, 7:30 pm – School Board Office

**11. REPORTING OUT FROM IN-CAMERA MEETING**

No report.

**12. ADJOURNMENT**

The meeting be adjourned at 10:26 pm.

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Chairperson

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Secretary Treasurer