

**MINUTES OF THE NEW WESTMINSTER BOARD OF EDUCATION  
OPERATIONS POLICY & PLANNING COMMITTEE  
HELD TUESDAY, JANUARY 16, 2018 AT 7:37 PM  
SCHOOL BOARD OFFICE  
811 ONTARIO STREET, NEW WESTMINSTER**

**PRESENT** Jonina Campbell, Trustee Bev Rundell, Interim Superintendent  
Michael Ewen, Trustee Karim Hachlaf, Associate Superintendent  
Mark Gifford, Chair Kevin Lorenz, Secretary-Treasurer  
James Janzen, Trustee James Pocher, Assistant Secretary-Treasurer  
Mary Lalji, Trustee Sukhdeep Jassar, Community Health Specialist, Fraser Health  
Kelly Slade-Kerr, Vice Chair Belinda Scott, Director of Programs & Planning  
Robert Weston, Director of Human Resources  
Caroline Manders, Recording Secretary

**REGRETS** Casey Cook, Trustee

***Chair Janzen recognized and acknowledged the Qayqayt First Nations, 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 agenda was amended to replace the heading paragraph 2. Correspondence with Visitors, and add under New Business d) a motion be added regarding earthquake preparedness in schools.

Moved and Seconded

***THAT the agenda for the January 16, 2018 Open Operations Policy and Planning Committee meeting be adopted as amended.***

***Carried Unanimously***

### **2. VISITORS**

Kinsale Philip and Joelle Pinvidic, senior students at NWSS, addressed the Board.

*Robert Weston, Director of Human Resources joined the meeting at 8:00pm*

### **3. REPORTS FROM SENIOR MANAGEMENT**

#### **a. Financial Update**

Assistant Secretary-Treasurer, James Pocher presented the financial update as at November 30, 2017.

#### **b. Operations Update**

- Revised Budget Planning: Secretary-Treasurer, Kevin Lorenz presented the Operations Update.

Moved and Seconded:

***THAT the Operations Policy and Planning Committee recommend to the Board of Education for School District No. 40 (New Westminster) that the Budget Process timelines for the 2018 – 2019 Annual Budget be approved.***

***Carried Unanimously***

#### **c. School Nourishment Programs**

The Director of Programs & Planning, Belinda Scott and Sukhdeep Jassar, Community Health Specialist, Fraser Health, reported to the Board the status of the District's School Nourishment Programs.

Moved and Seconded:

***THAT the Operations Policy and Planning Committee recommend to the Board of Education for School District No. 40 (New Westminster) that it send the School Nutrition Report to the DPAC, CUPE, Lord Kelvin Elementary PAC, NWTU, Administrative Group for feedback by the end of March 2018. An Executive Summary will be included which will indicate that the Board prefers Model 3.***

**Carried Unanimously**

#### **4. GENERAL ANNOUNCEMENTS**

None to report.

#### **5. NEW BUSINESS**

**a. Duty to Document – Letter from Office of the Information and Privacy Commissioner**  
**TABLED**

**b. Audit Committee**

The Secretary-Treasurer provided a brief overview of the Board's audit process.

**c. Resource Planning**

The Board discussed resource allocation.

**d. Earthquake Preparedness**

Moved and Seconded:

***THAT the Operations Policy and Planning Committee recommend to the Board of Education for School District No. 40 (New Westminster) to have District Staff provide an update regarding earthquake preparedness in schools at a future Operations meeting (to be completed by April 2018).***

**Carried Unanimously**

#### **6. ADJOURNMENT**

The meeting adjourned at 10:14 pm.