

**MINUTES OF THE REGULAR OPEN MEETING
OF THE NEW WESTMINSTER BOARD OF EDUCATION
HELD TUESDAY, SEPTEMBER 25, 2018 AT 7:30 PM
SCHOOL BOARD OFFICE
811 ONTARIO STREET, NEW WESTMINSTER**

PRESENT Jonina Campbell, Trustee Karim Hachlaf, Superintendent
Casey Cook, Trustee Maryam Naser, Associate Superintendent
Michael Ewen, Trustee Kim Morris, Secretary-Treasurer
Mark Gifford, Chair Robert Weston, Director of Human Resources
James Janzen, Trustee James Pocher, Assistant Secretary-Treasurer
Mary Lalji, Trustee Caroline Manders, Recording Secretary
Kelly Slade-Kerr, Vice Chair Guests:
Andrew Bordignon, KPMG
Tim Holloway, KPMG
Bertha Lansdowne, District Aboriginal Coordinator
Colleen Carrington, Teacher, Queensborough Middle School (QMS)
John Lekakis, Vice Principal, QMS
Lisa Nasato, Principal, QMS
Jamie Sadler, District Principal, Hume Park Home Learners

The New Westminster School District recognizes and acknowledges 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

Moved and Seconded

2018-093

THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the September 25, 2018 Regular School Board meeting.

Carried Unanimously

2. APPROVAL OF THE MINUTES

a. Approval of Minutes from the June 26, 2018 Regular Meeting

Moved and Seconded

2018-094

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the June 26, 2018 Regular School Board meeting.

Carried Unanimously

b. Business Arising from the Minutes

None.

3. PRESENTATIONS

a. Orange Shirt Day – Every Child Matters

The District Aboriginal Coordinator, Bertha Lansdowne delivered a presentation relative to the District's recognition of Orange Shirt Day in various schools. A Queensborough Middle School student summarized the various classroom activities they have participated in this week. Two Queensborough Middle School students recited poems of empathy and forgiveness. Jamie Sadler, District Principal at Hume Park Home Learners and Bertha Lansdowne also presented the new District "Aboriginal Education: Enhancement Agreement – 2018-23".

b. 2017/18 Audited Financial Statements

Andrew Bordignon and Tim Holloway of KPMG and James Pocher, Assistant Secretary-Treasurer presented the audited financial statements. The Secretary-Treasurer, Kim Morris thanked KPMG and the Finance Department for efficient and accurate preparation of the financial statements and coordination of the audit.

Moved and Seconded

2018-095

THAT the Board of Education of School District No. 40 (New Westminster) approve the Consolidated Financial Statements for the fiscal year ending June 30, 2018.

Carried Unanimously

Moved and Seconded

2018-096

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to provide an update regarding implementation of the Spring 2018 internal audit recommendations at New Westminster Secondary School to the Board in November 2018.

Carried Unanimously

4. COMMENT & QUESTION PERIOD FROM VISITORS

Nil.

5. CORRESPONDENCE

Correspondence was reviewed.

6. BOARD COMMITTEE REPORTS

a. Education Policy & Planning Committee, September 11, 2018

i. Comments from the Committee Chair, Trustee Ewen.

Education Policy and Planning Committee Chair Ewen provided a brief overview of the September 11, 2018 meeting.

ii. Approval of the September 11, 2018 Education Policy and Planning Committee Minutes.

Moved and Seconded

2018-097

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the September 11, 2018 Education Policy & Planning Committee meeting.

Carried Unanimously

iii. 2018/19 Board Annual Work Plan – Board Policy 2 – Appendix A

Moved and Seconded

2018-098

THAT the Board of Education of School District No. 40 (New Westminster) adopt the School District No. 40 (New Westminster) revised Board Policy 2 – Appendix A: Board Annual Work Plan for 2018/19.

Carried Unanimously

iv. City of New Westminster (Intelligent City) Partnership

Moved and Seconded

2018-099

THAT the Board of Education of School District No. 40 (New Westminster) approve the signing/execution of the Innovation Partnership Agreement Memorandum of Understanding with the City of New Westminster (Intelligent City), to support a continued collaboration between the City and the School District.

Carried Unanimously

b. Operations Policy and Planning Committee, September 18, 2018

i. Comments from the Committee Chair, Trustee Janzen.

Operations Policy & Planning Committee Chair, Trustee Janzen provided a brief overview of the September 18, 2018 meeting.

ii. Approval of the September 18, 2018 Operations Policy and Planning Committee Minutes

Moved and Seconded

2018-100

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the September 18, 2018 Operations Policy & Planning Committee meeting.

Carried Unanimously

iii. School District Audit Services

Moved and Seconded

2018-101

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to request proposals for audit services for School District No. 40 (New Westminster) for a three-year period (with an optional two-year renewal) commencing with the 2019/20 fiscal year; AND THAT a recommendation from staff for audit services be provided to the Board by November 2018.

Carried Unanimously

iv. Audit Committee Formation

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve that the wording of Policy 8-Board Committees be amended to embed the roles, responsibilities and duties of the Audit Committee into the existing standing Operations Policy and Planning Committee of the Whole.

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) table the motion to form the Audit Committee, until the new Board is in place.

DEFEATED

Moved and Seconded **2018-102**

THAT the Board of Education of School District No. 40 (New Westminster) approve that Policy 8-Board Committees be amended to embed the roles, responsibilities and duties of the Audit Committee into the existing standing Operations Policy and Planning Committee of the Whole.

Carried
1 Opposed

v. Restricted and Non-Restricted Surplus

Moved and Seconded **2018-103**

THAT the Board of Education of School District No. 40 (New Westminster) waive Policy 19 Section 1.1 “normally consider such allocations as part of the budget development and approval process.” (Restricted and Non-Restricted Surplus Funds) AND to further restrict 2017-2018 surplus in the 2018-2019 fiscal year.

Carried Unanimously

vi. Accumulated Surplus

Moved and Seconded **2018-104**

THAT the Board of Education of School District No. 40 (New Westminster) authorize staff to address immediate staffing pressures utilizing 2017-2018 accumulated surplus up to \$500,000, as presented.

Carried Unanimously

7. REPORTS FROM SENIOR MANAGEMENT

a. Superintendent Update

The Superintendent, Karim Hachlaf, provided an update.

b. Executive Compensation Report & Annual Executive Compensation Disclosure Report

Moved and Seconded **2018-105**

THAT the Board of Education of School District No. 40 (New Westminster), accept the 2017-18 Annual Executive Compensation Disclosure Report as presented.

Carried Unanimously

c. Record of Closed

Secretary-Treasurer, Kim Morris, explained the purpose of the Record of Closed form.

Moved and Seconded **2018-106**

THAT the Board of Education of School District No. 40 (New Westminster) adopt the Record of Closed form; AND FURTHER, that the form become part of the future Regular Board Agenda packages.

Carried Unanimously

8. TRUSTEE REPORTS

Trustees shared their reports of the various meetings and events they attended over the summer and past month.

9. QUESTION PERIOD

The public was given the opportunity to ask questions on matters that arose during the meeting.

10. NOTICE OF MEETINGS

- October 2, 2018: Combined Education Policy & Planning and Operations Policy & Planning Committee, 7:30 pm – Queensborough Middle School
- October 30, 2018: School Board Meeting, 7:30 pm – School Board Office (Final Meeting for Current Board of Education)
- November 6, 2018: Inaugural Meeting of the New Board of Education, 6:30 pm – School Board Office

11. REPORTING OUT FROM IN-CAMERA MEETING

Exempt and Administrative Wage Transition Plan 2012-2018

Director of Human Resources, Robert Weston, reviewed the report.

Motion passed unanimously at the September 25, 2018 In-Camera Board Meeting:

THAT the Board of Education of School District No. 40 (New Westminster) direct New Westminster Schools to implement the revised 2018/19 Principals and Vice Principals and exempt employees' grids as released by BCPSEA and PSEC, effective July 1, 2018.

AND

THAT New Westminster Schools grant increases (as appropriate to those eligible) as permitted under the BCPSEA and PSEC directives, dated April 9, 2018 and July 9, 2018, effective August 1, 2018.

12. ADJOURNMENT

The meeting adjourned 9:05 pm.

Chair

Secretary-Treasurer