

**MINUTES OF THE NEW WESTMINSTER BOARD OF EDUCATION
COMBINED EDUCATION & OPERATIONS POLICY
AND PLANNING COMMITTEE**

**HELD TUESDAY, NOVEMBER 13, 2018 AT 7:36 PM
SCHOOL BOARD OFFICE
811 ONTARIO STREET, NEW WESTMINSTER**

PRESENT	Anita Ansari, Vice Chair Dee Beattie, Trustee Danielle Connelly, Trustee Gurveen Dhaliwal, Trustee Mark Gifford, Chair Mary Lalji, Trustee Maya Russell, Trustee	Karim Hachlaf, Superintendent Kim Morris, Secretary-Treasurer Maryam Naser, Associate Superintendent Robert Weston, Director, Human Resources Caroline Manders, Recording Secretary Guests: Karen Crosby, New Westminster Secondary School (NWSS) Dave Crowe, Director of Capital Projects Steve Kungel, NWSS Grant Lachmuth, Black Wolf Consulting Iain Lancaster, District VP, Programs & Planning Garry Pattern, NWSS
REGRETS	Dino Stiglich, Director, Facilities & Operations	

Chair Gifford 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

Remove: Item #5c. 'Class Size Report'
Insert New 5e. Required Courses for Post-Secondary Eligibility
Moved and Seconded

THAT the agenda for the November 13, 2018 Open Combined Education & Operations Policy and Planning Committee meeting be adopted as amended.

Carried Unanimously

2. CORRESPONDENCE

Correspondence was reviewed.

3. REPORTS FROM SENIOR MANAGEMENT

a. Career Programs Report

New Westminster Secondary School's (NWSS) Karen Crosby, Garry Pattern and Steve Kungel provided a presentation relative to the SD40 Youth Apprenticeship Programs and ADST. Jack Foster, a POWER student who transferred to the NWSS plumbing program, provided the Board with highlights of his positive experience in the Plumbing Apprenticeship Program and at POWER.

b. Capital Projects Updates

i. New Westminster Secondary School (NWSS)

Dave Crowe, Director, Capital Projects, and Grant Lachmuth, Black Wolf Consulting, provided an update including:

- Steelwork will begin to be erected at the end of November;

- 100% Design Package will be submitted on November 23rd, which then will lead to full construction phase.
- Project is on time and on budget with expenditures to date is \$18 million.

ii. Lord Tweedsmuir Elementary School

Kim Morris, Secretary-Treasurer provided an update including:

- First 4 classrooms moved from the school to the portables for classroom renovation;
- Gymnasium renovated and returned to the school for occupancy;
- Project is on budget and on time.

c. Operations Update

Secretary-Treasurer Morris, presented the operations update. The document management project (digitization of records) was discussed by the Committee.

d. Revised Administrative Procedure 520 – Fundraising Activities and Sponsorship in District Facilities

Secretary-Treasurer Morris, briefly reviewed a housekeeping amendment made to the Administrative Procedure 520 to clarify when Form 520-1 is required (in lieu donations only). Revisions to Administrative Procedures are brought forward to Committee or the Board for information and no formal approval is required.

e. October 2018 Non-Replacement Data (Staffing) and Educational Assistants Absence Coverage

Director Weston, provided a report on non-replacement staffing, noting some absences of enrolling teachers were covered by non-enrolling teachers and/or administrators and that all efforts are made to reassign according to specific need of the student/school. It was clarified that the report reflects short-term absences (day-to-day).

f. Expanding Child Care Options for Families

Superintendent Hachlaf, provided an update including the June 2018 feasibility study prepared by staff, the July 2018 meeting with Minister of State for Child Care and the City of New Westminster in an effort to secure new spaces funding. The next update will be given at the November 27, 2018 Regular Open Board meeting.

4. GENERAL ANNOUNCEMENTS

Nil.

5. NEW BUSINESS

a. 2019-2020 Budget Process

Secretary-Treasurer Morris, reviewed the proposed 2018-20 Budget Process intended to promote engagement, consultation and transparency to staff, stakeholders and community. The process is also intended to provide Trustees with the information they need to carry three readings of the 2019-2020 budget bylaw.

Moved and Seconded:

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) that the 2019-2020 Budget Process, be approved, as presented.

Carried Unanimously

b. Neighbourhood Learning Centres (NLC)

Secretary-Treasurer Morris provided the Board with background regarding what a Neighbourhood Learning Centre (NLC) is, and the Terms of Reference from the last NLC Advisory Committee for Fraser River Middle and Qayqayt Elementary Schools. The Board was asked to review the Terms of Reference and suggest amendments. Staff will provide a draft Terms of Reference for the New Westminster Secondary and Richard McBride Elementary Schools' NLC Advisory Committee, to the December 4, 2018 Combined Education and Operations Policy & Planning meeting.

c. T̓silhqot̓'in Nation Correspondence

Superintendent Hachlaf, reviewed the correspondence and advised the Committee he has made contact to setup a meeting. The Board will be updated once the meeting has taken place.

d. Traffic Safety – Queensborough

Trustee Lalji provided a brief overview of concerns expressed relative to student safety walking to-and-from schools, specifically Queen Elizabeth Elementary and Queensborough Middle Schools. The Queen Elizabeth Elementary PAC president from the gallery, addressed the Committee, highlighting the traffic issues around Queensborough Middle and Queen Elizabeth Elementary Schools. Superintendent Hachlaf acknowledged the concerns expressed and asked that staff be directed to follow up with the City as well as pursuing through the District's participation on the City's Traffic Safety Committee.

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the formation of a Task Force that, at minimum, would include:

**** Queen Elizabeth Elementary School PAC President***

**** Queensborough Middle School PAC President***

**** one School Trustee***

**** one City Councillor***

**** one NWPD representative***

**** one City Engineering representative***

...and any other stakeholder deemed relevant to the process

To address the safety of all pedestrians, especially our school-age youth, and improve road conditions and signage for cyclists and motorists as well, the objective of the Task Force would include but not be limited to:

1) the creation of two fully lighted crosswalks on Ewen Avenue (where the students currently cross)

2) the assignment of a crossing guard at the newly created crosswalks at Queen Elizabeth Elementary and Queensborough Middle School.

RECOMMENDATION DEFEATED

Moved and Seconded

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to approach the City of New Westminster, and to write a letter on behalf of the Board, regarding the traffic concerns within the District, especially Queensborough neighbourhood, and to report back to the Board at the December 4, 2018 Combined Education and Operations Committee meeting about various options to resolve the traffic issues around Queensborough Middle and Queen Elizabeth Elementary School to secure the traffic safety for students.

Carried Unanimously

e. Required Courses for Post-Secondary Eligibility

Trustee Lalji provided background relative to question posed by a student during the election campaign at an all-candidates meeting relative to secondary courses at New West Secondary School as follows:

There are many High School students who are not able to get into the courses they need to ensure they get into University. Universities do not recognize many of the elective courses that are offered at New Westminster Secondary School (NWSS). How would you advocate for high school students to get into courses they need to graduate and go directly to University, without having to take extra online courses?

A NWSS student addressed the Committee from the gallery, and outlining her concerns relative to:

- lack of courses and options available at NWSS;
- requirement to take on-line courses with three Districts, not offered currently at NWSS;
- Compromised face-to-face interaction with teachers due to travel to other districts.

Superintendent Hachlaf acknowledged the concerns expressed. The student expressed a wish for further student involvement and investigation into finding a solution.

Superintendent Hachlaf committed to look into the matter and report back to the December 4, 2018 Combined Education and Operations Policy & Planning Committee meeting.

Moved and Seconded

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) to better understand the extent of the situation and make any needed changes for the 2019 graduation class, be it therefore resolved that the Board of Education, SD40, receive a report from staff outlining the situation and what will be done to ensure that NWSS students can meet their graduation requirements by taking NWSS courses.

Moved and Seconded

~~That the recommendation be amended to read "...to better understand the extent of the situation and make any needed changes for the 2019 graduation class, be it therefore resolved that the Board of Education, SD40, receive a report from staff outlining the situation-~~
situation-~~extent of the shortage of required courses for post-secondary education eligibility and make any changes as needed so that and what will be done to ensure that NWSS students can meet their graduation requirements by taking NWSS courses."~~

Carried Unanimously

Recommendation as Amended:

THAT the Combined Education and Operations Policy & Planning Committees recommend to the Board of Education of School District No. 40 (New Westminster) to receive a report from staff outlining the extent of the shortage of required courses of Post-Secondary education eligibility and make any changes as needed so that New Westminster Secondary School (NWSS) students can meet their graduation requirements by taking NWSS courses.

Carried Unanimously

6. ADJOURNMENT

The meeting adjourned at 10:30pm.