

**MINUTES OF THE NEW WESTMINSTER BOARD OF EDUCATION  
OPERATIONS POLICY and PLANNING COMMITTEE**

**Tuesday, January 15, 2019, 7:30 PM  
School Board Office  
811 Ontario Street, New Westminster**

<b>PRESENT</b>	Anita Ansari, Vice Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Trustee	Kim Morris, Secretary-Treasurer
	Danielle Connelly, Trustee	Maryam Naser, Associate Superintendent
	Gurveen Dhaliwal, Trustee	Caroline Manders, Recording Secretary
	Mark Gifford, Chair	Guests:
	Mary Lalji, Trustee	Dave Crowe, Director of Capital Projects
	Maya Russell, Trustee	Grant Lachmuth, Black Wolf Consulting
<b>REGRETS</b>	Dino Stiglich, Director, Facilities & Operations	

*Chair Connelly 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. Approval of Agenda**

The meeting was called to order at 7:37pm

Remove Item #5b. Live-Streaming of Public Board Meetings

**Moved and Seconded**

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

**CARRIED UNANIMOUSLY**

**2. Comment & Question Period from Visitors**

**Moved and Seconded**

***THAT the Operations and Policy Committee open the floor to the audience for 10 minutes.***

**CARRIED UNANIMOUSLY**

Christy Peterson, counselor working in New Westminster, addressed the Board. Fraser Health is currently restructuring and plans to remove an addictions counselor. Addiction problems are numerous across the Lower Mainland. Hope is to get support for addiction services for the students in New Westminster. Students tend not to reach out for help; help for students is largely outreach.

Position being eliminated has been in place for 18 years. The concern is that students will not be able to access much needed service.

A visitor spoke about their family experience with addiction. The services provided by the outreach worker is an invaluable service who supports those in need of help.

Brent Atkinson, former Trustee, addressed the Board, citing that the employee in question is an employee of Fraser Health, and asked that the District appeal to Fraser Health to maintain the service as well as approach the government regarding the funding required to retain the service.

Lisa Graham, former Trustee, spoke to the need for retaining services.

On behalf of the Board, Chair Gifford thanked the audience for sharing their stories, reiterated the importance of the counselor and advised the matter is currently in-camera matter and the Board would not provide comment today.

### 3. **Correspondence**

- a. Letter from Dana Cupples, PAC Treasurer, Richard McBride Elementary School re BC Area Standards - December 5, 2018

#### **Moved**

***THAT the Operations Policy & Planning Committee recommend to the Board of Education of School District No.40 (New Westminster) that the Board compose a letter expressing support for the Parent Advocacy Network (PAN) initiative and send it to all the recipients of the original PAN correspondence.***

**NOT SECONDED**

### 4. **Reports from Senior Management**

- a. Capital Projects Update

- i. New Westminster Secondary School

Dave Crowe, Director, Capital Projects, and Grant Lachmuth, Black Wolf Consulting, updated the Committee as follows:

- Project is on time and on budget with expenditures to date at \$23 million;
- Civil works such as electrical, water, sewer, have been installed noting the water line has been upgraded;
- Utility services changed over;
- No archeological/environmental issues to date;
- Footings nearly completed and backfill in progress;
- Structural steel is being erected;
- 100% Design Submission; and
- Additional traffic controllers added to work site.

- ii. Lord Tweedsmuir Elementary School

Director of Capital Projects Crowe provided an update including:

- Daycare, and staff washrooms complete;
- Elevator will be installed in February and will be operational by summer;
- Accessibility lift will be installed in April; and
- Project is on time and on budget.

*Director of Capital Project Crowe and Consultant Lachmuth left the meeting at 8:17 pm.*

- b. November 30, 2018 Financial Update

Secretary-Treasurer Morris reviewed the revenues and expenses as at November 30, 2018 highlighting that the District is in a good position for this point in the year. Morris also alerted the Committee to near budget or over budget relief costs that will require an increase for the amended budget.

c. Operations Update

Secretary-Treasurer Morris presented the Operations Update.

i. Statement of Financial Information Report

The 2017-2018 Statement of Financial Information (SOFI) Report was presented.

Visitor Kelly Slade-Kerr asked about a teacher who has \$11,580 in expenses, which is significantly higher than other teachers. Secretary-Treasurer Morris indicated that there are rigorous checks & balances in place regarding approval for expenses.

It was also highlighted the \$422,000 expense from Yellowridge Design Build Ltd. which was billed well after the project was completed. Morris advised there is ongoing discussion with Yellowridge; the District is not out-of-pocket in this case - the money is being kept in reserve as part of a deficiency holdback.

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No.40 (New Westminster) that it acknowledge receipt of the Statement of Financial Information Report for information.***

**CARRIED UNANIMOUSLY**

d. Trustee Remuneration

Secretary-Treasurer Morris reviewed the backgrounder.

It was expressed by a Trustee that they would not support the adjustment as outlined.

Secretary-Treasurer indicated that Trustees cannot change the language in the *School Act* but could make a motion to waive Board Policy 7, Par.10.1.2.

Trustees debated the challenges and merits of increasing pay for Trustees.

Trustee Gifford indicated that the previous Board reviewed Trustee Remuneration extensively and passed policy to adjust the remuneration according to CPI to avoid just such debate.

Visitor Kelly Slade-Kerr also indicated her support for the modest increase.

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to not support Policy 7, 10.1.2 to adjust on an annual basis based on the most recent five-year rolling average of Vancouver's Consumer Price Index, effective January 1st each year.***

**MOTION DEFEATED**

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to support a one-time increase from pre-tax to post-tax implementation to be effective January 1st, 2019.***

**MOTION DEFEATED**

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to find out how other Districts address the tax impact and report back at the February 12, 2019 Operations meeting.***

**CARRIED  
1 Opposed**

**5. General Announcements**

Superintendent Hachlaf advised the Committee that the ThoughtExchange process has completed and thanked Caley Dobie, reporter from The Record, for her support and promotion within the community.

**6. Old Business**

a. 2019-2020 Budget

i. Ministry & Board Goals

Superintendent Hachlaf presented the Ministry's principles of Continuous improvement for student success and the Board's mission, vision and values.

ii. Broad Category Review

Secretary-Treasurer Morris reviewed the broad budget categories including revenue and expenses, and operating, special purpose and capital funds.

b. Queensborough Traffic Safety

Secretary-Treasurer Morris reported that Roma Hall will be able to provide 11 parking spaces to the District at a cost of \$660 per month.

Discussion included Roma Hall as a short-term solution, as well as the merits of a capital project or walking or other campaign for traffic calming and reduction, as long-term solutions.

**Moved**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No.40 (New Westminster) that staff be directed to pursue a rental agreement with Roma Hall as a short-term pick-up and drop-off solution for Queen Elizabeth Elementary School;***

**AND FURTHER**

***That Staff, in consultation with an advisory committee, which also includes PAC Chairs from Queen Elizabeth Elementary and Queensborough Middle Schools, be directed to pursue all options as a long-term pick-up and drop-off solution, to be funded by the Ministry's School Enhancement Program by way of the 2020-2021 5-Year Capital Plan submission, or the 2019-2020 Annual Facilities Grant.***

**MOTION NOT SECONDED**

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No.40 (New Westminster) that staff be directed to pursue a rental agreement with Roma Hall as a short-term pick-up and drop-off solution for Queen Elizabeth Elementary School.***

**CARRIED UNANIMOUSLY**

**Moved**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that staff be directed to pursue Option 1 or 2, as presented, as a long-term pick-up and drop-off solution, to be funded by the Ministry's School Enhancement Program by way of the 2020-2021 5-Year Capital Plan submission, or the 2019-2020 Annual Facilities Grant.***

**MOTION WITHDRAWN**

By consensus, staff will researching walking and other strategies for traffic calming and reduction, as well as working with Principal to work with Parent Advisory Council.

c. Expanding Child Care Proposal

Secretary-Treasurer Morris provided a review of the meetings and timeline since October 30, 2018 relative to the Board's motion to add 100 child care spaces in New Westminster.

Ministry of Child and Family Development has a 'new spaces fund', which could \$500,000 and \$1,000,000 grants.

The City of New Westminster's priority for child care is in the Queensborough area.

Staff advised that the City may support the District with the child care initiative at Richard McBride Elementary School by way of funding in addition to the new spaces funding.

**Moved**

**AMENDED MOTION**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to pursue the addition of child care spaces by applying for Ministry of Children and Families New Spaces funding as presented, and by pursuing partnership with the City of New Westminster for Richard McBride Elementary School, as presented;***

**AND FURTHER**

***Be it therefore resolved that the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to work with all relevant Ministry partners and the City of New Westminster, to achieve an alternative, more appropriate solution to establish more permanent child care spaces in Queensborough that do not take away outdoor play space and report an update at the March 5, 2019 Combined Education and Operations Policy and Planning Committee meeting. The addition of child care spaces to be at no cost to the Board.***

**MOTION NOT SECONDED**

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No.40 (New Westminster) to direct staff to pursue the addition of child care spaces by applying the Ministry of Children and Families new spaces funding as presented; and by pursuing partnership with the City of New Westminster for McBride Elementary School, as presented;***

**AND FURTHER**

***The addition of child care spaces as presented, be at no cost to the Board.***

**CARRIED UNANIMOUSLY**

**7. New Business**

a. Audit Committee

Secretary-Treasurer Morris advised the Committee of the need to, as per Board Policy 8: Board Committees, Section 11.3.2, secure the additional independent non-voting lay expert for the Audit Committee as set out in the Operations Policy & Planning Committee terms of reference.

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to approve the revised language relative to the Audit Committee in Board Policy 8: Board Committees.***

**CARRIED UNANIMOUSLY**

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No.40 (New Westminster) to direct staff to send an expression of interest for Audit Committee representation as presented.***

**CARRIED UNANIMOUSLY**

**8. Adjournment**

The meeting adjourned at 10:30 pm.