

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

**Tuesday, February 12, 2019, 7:30 PM
School Board Office
811 Ontario Street, New Westminster**

PRESENT	Anita Ansari, Vice Chair	Karim Hachlaf, Superintendent (<i>arrived 7:40pm</i>)
	Dee Beattie, Trustee	Kim Morris, Secretary-Treasurer
	Danielle Connelly, Trustee	Dave Crowe, Director of Capital Projects
	Gurveen Dhaliwal, Trustee	Grant Lachmuth, Black Wolf Consulting
	Mark Gifford, Chair (<i>arrived 7:40pm</i>)	
	Maya Russell, Trustee	
REGRETS	Mary Lalji, Trustee	
	Maryam Naser, Associate Superintendent	
	Caroline Manders, Recording Secretary	

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 7:34pm.

New Item #5a. Trustee Professional Development

Moved and Seconded

THAT the agenda for the February 12, 2019 Open Operations Policy and Planning Committee meeting be adopted as amended.

CARRIED UNANIMOUSLY

2. Correspondence

Nil.

3. 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 \$ 26.1 million;
- 55-60 workers onsite daily;
- Steelwork continues to be erected;
- Communicating with the public via website and posters when impacting neighbours;
- Excavation on the school site has been completed with no archaeological or environmental issues identified.
- Civil works – completing rest of service lines within the boundaries of the school; new water line connections to new school will transfer when new school opens.

- Construction of the Maintenance and IT departments site will start end of February and will run parallel to the work at the new school site.

Chair Gifford and Superintendent Hachlaf joined the meeting at 7:40pm.

- The floor in the teaching kitchen will be completed soon.
- The design is now 100% complete and the official construction drawings will be ready on February 15.
- Access roads around the school are being built.

Trustees requested that the NWSS construction progress website be updated more frequently now that the project is progressing beyond the excavation stage.

ii. Lord Tweedsmuir Elementary School

Secretary-Treasurer Morris provided an update highlighting project is on time and on budget.

b. December 31, 2018 Financial Update

Secretary-Treasurer Morris reviewed the revenues and expenses as at December 31, 2018.

c. Operations Update

i. 2018-2019 Amended Budget

Secretary-Treasurer Morris presented the 2018-2019 Amended Budget, including a summary of changes made to categories and a projected surplus of \$400,000 to \$600,000. Overall the budget has increased by \$1,704,847.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) adoption of three readings of the Amended Budget Bylaw for fiscal year 2018/2019.

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) approval of first and second reading of the Amended Budget Bylaw for fiscal year 2018/2019.

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) approval of the third reading, reconsideration and final adoption of the Amended Budget Bylaw for fiscal year 2018/2019.

CARRIED UNANIMOUSLY

ii. 2019-2020 Preliminary Budget

1. Public Consultation Results

Superintendent Hachlaf presented the results of the ThoughtExchange question. Results can be found at <https://newwestschools.ca/wp-content/uploads/2016/10/Powerpoint.pdf>

2. Detail Category Review

Secretary-Treasurer Morris provided an overview of services and supplies line items based on the 2018-2019 amended budget, encouraging the Committee to become familiar with line items for understanding of the budget and to identify areas of growth or reduction in 2019-2020. Committee members are to ask any questions at future committee meetings. Detailed categories can be found at <https://newwestschools.ca/wp-content/uploads/2016/10/Detail-Category-Review-OPSCOW-190212.pdf>

d. Child Care Proposal

Secretary-Treasurer reviewed a handout of the Board report.

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 the addition of child care spaces by applying for Ministry of Children and Families new spaces funding as presented on February 12, 2019, 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;
AND FURTHER

Staff be directed to develop a plan for Board approval, to expand school-age child care within existing schools' space.

CARRIED UNANIMOUSLY

e. Trustee Remuneration

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that, in recognition of the January 1, 2019 taxation change to the treatment of Trustee stipends, Trustee stipends be increased by eleven (11) percent;

AND FURTHER, that the increase be a one-time adjustment;

AND FURTHER, that the increase be effective January 1, 2019.

CARRIED UNANIMOUSLY

f. Live Streaming Public Meetings

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 implement the live streaming solution as presented;

AND FURTHER, that a review of the project be undertaken 4 months after implementation.

CARRIED UNANIMOUSLY

- g. Menstrual Initiative Update
- i. Advocacy to BCSTA-Free-Vending Hygiene Products in BC Girls' Bathrooms
Trustee Connelly indicated that it would be important to communicate with Principals, Vice Principals and Parents Advisory Councils prior to implementation.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend the Board of Education of School District No. 40 (New Westminster) submit a substantive motion to the 2019 British Columbia School Trustees Association AGM, asking BCSTA to request that the Ministry of Education and the Ministry of Finance provide funding to all districts to purchase, install and supply free tampon and pad dispensers in girls' and universal bathrooms in every school in the Province.

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend the Board of Education of School District No. 40 (New Westminster) that the District offer free menstrual products district wide and that Staff be directed to implement as presented, by September 2019.

Moved and Seconded

That the recommendation be amended to also direct staff to communicate with school Principals to ensure a successful implementation.

Main Recommendation as Amended

THAT the Operations Policy and Planning Committee recommend the Board of Education of School District No. 40 (New Westminster) that the District offer free menstrual products district wide and that Staff be directed to implement as presented, by September 2019, and communicate with school Principals to ensure a successful implementation.

CARRIED UNANIMOUSLY

4. General Announcements

Trustee Connelly relayed the success of the recent Student Symposium.

5. New Business

- a. Trustee Professional Development

Trustee Ansari requested clarification on access to funds for Trustee professional development. Secretary-Treasurer Morris advised policy states trustees will ask the Board for expenditure approval for professional development, and that during the 2019-2020 budget process, the Board may wish to build in a budget for individual trustee professional development.

Trustee Ansari requested approval to attend for Trustees' Ansari and Dhaliwal to attend Higher Ground conference. Trustee Russell requested approval to attend the BCEdAccess annual conference. By consensus, the Trustees granted access to funding for the requests.

6. Adjournment

The meeting adjourned at 9:33pm.