

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

**Tuesday, June 11, 2019, 7:30 PM
School Board Office
811 Ontario Street, New Westminster**

PRESENT	Anita Ansari, Vice Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Trustee	Kim Morris, Secretary-Treasurer
	Gurveen Dhaliwal, Trustee	Maryam Naser, Associate Superintendent
	Mark Gifford, Chair	Dave Crowe, Director of Capital Projects
	Maya Russell, Trustee	Karen Hearn, Project Manager-Richard McBride
		Grant Lachmuth, Black Wolf Consulting
		Caroline Manders, Recording Secretary
REGRETS	Danielle Connelly, Trustee	
	Mary Lalji, Trustee	

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. Approval of Agenda

The meeting was called to order at 7:34pm.

Agenda item added:

New Business: 6a. Superintendent's Annual Review

Moved and Seconded

THAT the agenda for the June 11, 2019 Open Operations Policy and Planning Committee meeting be adopted as amended.

CARRIED UNANIMOUSLY

2. Correspondence

Correspondence was received.

3. Comment & Question Period from Visitors

Nil.

4. Reports from Senior Management

a. Capital Projects Update

i. Richard McBride Elementary School Replacement Project - Consultation Update

Project Manager Hearn updated the Committee as follows:

- Open house on June 5, 2019 to view draft plans for a new replacement school.
- Feedback was gathered at the open house, as well as via an online survey.
- Positive response regarding the proposed site location of the new school.
- Architects are currently revising the design based on feedback received.

Project Manager Hearn left the meeting.

ii. New Westminster Secondary School

Grant Lachmuth, Black Wolf Consulting, provided the following highlights:

- In the next two months, the project will have 160-180 workers on-site during peak construction.
- Continuing communications with key stakeholders within the community.
- Memorialization Advisory Committee (MAC) meeting was held June 5.
- Civil works continue.
- Broken pavement of the service laneway has been repaired.
- No environmental or archeological concerns identified to date.
- Steel structure work placement over the gym area to be completed by end of June.
- Steel work continues; installation of floor slabs.
- Maintenance/IT building construction continues in tandem with construction of the school.
- Project is on-time and on-budget.
- 330 days until completion.

Director of Capital Projects Crowe provided an overview of the new NWSS plans. Copies of the plans and a video will be made publicly available on NWSS' and the District's websites.

b. Exempt Staff Benefits

Secretary-Treasurer Morris reported that the British Columbia Public School Employers' Association (BCPSEA) and the Public Sector Employers' Council (PSEC) recently approved improvements to the Exempt and Principal/Vice-Principal benefit package, which will bring it in-line with unionized staff. The total annual cost is \$18,000.

Moved and Seconded

THAT the Operations Policy & Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that the BCPSEA Exempt and Principal/Vice-Principal Benefit Improvement package be approved at an annual cost of \$18,000, as presented.

CARRIED UNANIMOUSLY

c. Operations Update

June 2019 Operations Update

Secretary-Treasurer Morris provided an update as follows:

- The Operations and Maintenance departments were thanked for their work on several District projects over the past year.
- Cleanliness Review recommendations are being implemented. The equipment has been sourced and will be ordered for summer delivery.
- On-Line Donations are now available.
- School Cash On-Line adoption rates have significantly increased, reducing cash kept and recorded in the schools, reduced errors and potential for loss and/or fraud.
- Upcoming audits – Howay Elementary.

- Queen Elizabeth Elementary School Traffic Safety – Staff intend to extend the agreement with Roma Hall to continue to provide additional off-site drop-off and pick-up parking spaces, while the school works on various strategies to reduce traffic in and around the school drop-off and pick-up areas. Need for parking spaces, will be monitored throughout the year in consultation with the Principal.
- Enrolment growth fund in school allocations will not completely outfit a room but will help to alleviate some immediate need.

Trustees noted the on-line donation program may promote support from donors in the community initiatives such as the nutrition program.

April 30, 2019 Financial Report

Secretary-Treasurer Morris provided highlights of the Revenues and Expenses.

Continuing Education Final Audit report received from the Ministry on June 6, 2019, will be brought forward at the June 25, 2019 Regular Open Board meeting.

It was asked what the Employer Health Tax cost is to the District. Secretary-Treasurer Morris indicated that to date, the District has absorbed this cost and there have been no implications to the District's budget.

i. 2020-2021 Five-Year Capital Plan

Secretary-Treasurer Morris highlighted some corrections in the Five-Year Capital Plan: Hume Park Elementary is in the Sapperton Area; Queen Elizabeth Elementary lighting project replaces the electric vehicle initiative in the CNCR section of the plan.

Three new schools (2 elementary & 1 middle) are being considered; of which one elementary may need to be considered for a middle school. The Long-Range Facilities Plan is fluid, so if required this may be designated as a middle school in future 5-Year plans.

Ongoing consultation with the City of New Westminster to secure land acquisition for future schools is occurring.

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 2020-2021 Five-Year Capital Plan as amended.

CARRIED UNANIMOUSLY

ii. 2019-2020 Annual Facility Grant Spending Plan

Secretary-Treasurer Morris provided an overview of plans for minor capital and maintenance projects for the upcoming fiscal year.

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 2019-2020 Annual Facilities Grant Spending Plan in the amount of \$1,139,382 as presented.

CARRIED UNANIMOUSLY

d. Orange Shirt Week

Superintendent Hachlaf confirmed that the September 21, 2019 Professional Development Day's focus will be Aboriginal Education. It was asked that Aboriginal Support Services be enhanced to more easily support academic instruction as well as special events. Superintendent Hachlaf confirmed that those resources have been allocated.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to acknowledge Orange Shirt Week from September 30 – October 4, 2019 and encourages staff and student participation.

CARRIED UNANIMOUSLY

5. **General Announcements**

Nil.

6. **New Business**

a. Superintendent's Annual Review

Trustee Gifford confirmed that the Superintendent's Annual Review has been completed.

7. **Old Business**

Nil.

8. **Question Period (15 Minutes)**

Dustin Godfrey, New Westminster Record reporter, asked a clarifying question regarding the revised occupancy date of the new high school. Superintendent Hachlaf explained that the completion date was always 2020.

He asked Secretary-Treasurer Morris to clarify the short-fall in the substitute salaries. She confirmed that this falls within budgeting guidelines and does not constitute a short-fall in the budget.

Marcel Marsolais, President CUPE Local 409, indicated that support workers for Indigenous studies are stressed, and that this matter should be looked at for the 2019-2020 school year. Hume Park Elementary should be a high priority for seismic upgrades.

9. **Adjournment**

The meeting adjourned at 9:00pm.