

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

**Tuesday, September 17, 2019, 7:30 PM  
School Board Office  
811 Ontario Street, New Westminister**

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

*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 7:38 pm.

Add 5b. Queensborough Middle School Childcare - City & District Partnership

Add 7a. New Westminister Schools Support for Student Climate Strike

**Moved and Seconded**

***THAT the agenda for the September 17, 2019 Open Operations Policy and Planning Committee meeting be adopted as amended.***

**CARRIED UNANIMOUSLY**

**2. Presentations**

a. NWSS Cycling Access

Patrick Parkes of HUB New Westminister provided an overview of the importance of cycling to promote health, reduce traffic and resulting carbon emissions and requested endorsement of the letter to the City of New Westminister.

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminister) that the Board endorse HUB New Westminister's request for separated bicycle lanes to and around the new NWSS, and that the Board communicate its support for this request directly to New Westminister's Mayor and Council.***

**CARRIED UNANIMOUSLY**

**3. Correspondence**

Nil.

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

Nil.

## 5. Reports from Senior Management

- a. Capital Projects Update
  - i. New Westminster Secondary School  
Director of Capital Projects Crowe and Grant Lachmuth, Black Wolf Consulting, provided an update:
    - Teachers and students involved in the design completion of the classrooms and labs.
    - Civil and utilities work completed.
    - Communication required between stakeholders (theatre, arena and high school) to ensure that traffic management and traffic control is in place when events are taking place at these venues.
    - Landscape architects are working on plans as to what the memorialization area will look like.
    - Steelwork has been completed and concrete work approaching completion
    - Wall framings are complete and drywall is being installed.
    - No significant archeological discoveries have been made.
    - School opening is on-track for September 2020.
    - Demolition of the old school building is expected to take place in fall of 2020, after the equipment, etc. is moved over to the new building.
- b. Queensborough Middle School Childcare - City & District Partnership  
Associate Superintendent Naser provided advised the City will provide funding support for the move of two portables to Queensborough Middle School for before and after school care. Responses to the District's Requests for Proposal for a non-profit service provider have been received and are being reviewed. A recommendation is intended for the September 24, 2019 Regular Open Board meeting. Opening of the spaces is anticipated in November 2019.
- c. Operations Update
  - i. July-September 2019 Operations Update  
Secretary-Treasurer Morris provided an update on the activities of Operations and Finance staff during the summer, and thanked the Operations and Custodial crews for successful school opening, and the Finance staff for a successful year end audit.  
  
Superintendent Hachlaf expressed thanks to the crew for completion of many school upgrades such as flooring, lighting and seismic upgrades.  
  
Hume Park Home Learners Program seismic upgrade is a top priority for the District and is reflected as such on the Five-Year Annual Capital Plan.  
  
By consensus, the Board requested to receive updates on large donations received by the District.
  - ii. June 30, 2019 Financial Report  
Secretary-Treasurer Morris provided highlights of the Revenues and Expenses. The District came within 2% of budgeted revenue and 1% of budgeted expenses. An in depth presentation of year end will occur at the September 24, 2019 Regular Open Board meeting when the Financial Statements are presented by Staff and the Auditors.

iii. July 31, 2019 Financial Report

Secretary-Treasurer Morris reported that revenues and expenses were in lien with budget for this time in the new fiscal year.

d. 2020-2021 International Program Fees Review

Secretary-Treasurer Morris presented the proposed changes to the International Student Fees as recommended by the Director of International Education Program. The fee schedule recovers costs for the recent MSP requirement announcement and remains competitive with other lower mainland districts.

**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 revised fees for the International Education Program as follows: \$15,000 annual fee plus medical \$1,000 and monthly homestay \$950, effective July 2020 for new students.***

**CARRIED UNANIMOUSLY**

e. Revised Administrative Procedure 501 - Management of School Budgets

Secretary-Treasurer Morris reported improved spending patterns in schools with 9 out of 12 schools spending 90% or more of their school budgets in 18/19, compared to 2 out of 12 in 17/18. As a result the Administrative Procedure has been changed to provide 100% carry forward of year end school budgets for schools spending 90% of annual budgets, or more. The existing 30% carry forward remains for schools that have spent less than 90% of their budgets.

**6. General Announcements**

Team Board of Education were the Homecoming 2019 Tug-of-War winners on September 13. A trophy will be presented at an upcoming Board meeting.

Trustee Connelly took part in a few media interviews regarding the HPV9 Vaccination initiative, which was brought forward at the September 10th Education Policy and Planning Committee meeting.

**7. New Business**

a. New Westminster Schools Support for Student Climate Strike on September 27, 2019

Trustee Gifford provided an overview of the upcoming Climate Strike initiative. On September 27, 2019, students around the world are organizing and participating in local Climate Strike events. The Board of Education introduced a motion, which supports the participation of New Westminster Schools' students, parents, teachers and school administrators.

**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 students in New Westminster to work with others across British Columbia, Canada and around the world, who have called on adults and peers to mobilize an International Climate Strike on September 27, 2019.***

***In solidarity with student efforts to amplify climate concerns, and in recognition of the unique importance of the Climate Strike scheduled to take place in Vancouver on Friday, September 27, the New Westminster Board of Education will:***

- a) ***excuse attendance of any high school student that presents a permission slip, signed by their parent or guardian;***
- b) ***excuse attendance of any elementary or middle-school student, if accompanied by their parent, guardian or authorized adult;***
- c) ***not penalize any student who chooses to miss classes on September 27 in order to participate in lawful Climate Strike activities.***

***Furthermore, staff are encouraged to incorporate relevant climate strike information into educational programming, as appropriate, during week of September 23rd.***

**CARRIED UNANIMOUSLY**

- b. Consider Motions to BCSTA

Trustee Gifford suggested that the HPV9 recommendation be submitted to BCSTA Provincial Council.

- c. 2019-2020 Amended Budget

Secretary-Treasurer Morris updated the Board on changes to the 19/20 operating budget since June 25, 2019, including additional uses of surplus in the form of carry forwards from 18/19 year end, fall 2019 staffing changes, and identification of additional sources of revenue.

**8. Old Business**

Nil.

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

Nil.

**10. Adjournment**

The meeting adjourned at 8:52 pm.