

**MINUTES OF THE REGULAR OPEN MEETING
OF THE NEW WESTMINSTER BOARD OF EDUCATION**

Tuesday, June 23, 2020, 7:00 PM

Via Webex Livestream

PRESENT	Anita Ansari, Chair	Karim Hachlaf, Superintendent
	Dee Beattie, Trustee	Bettina Ketcham, Secretary-Treasurer
	Danielle Connelly, Trustee	Maryam Naser, Associate Superintendent
	Gurveen Dhaliwal, Vice Chair	Robert Weston, Executive Director, Human Resources
	Mark Gifford, Trustee	Guests:
	Mary Lalji, Trustee	Bruce Cunnings, Director, Instruction, Learning Services
	Maya Russell, Trustee	Kathy Guild, Inclusive Practices Review
		Laurie Meston, Inclusive Practices Review
		Kristen Keighley-Wight, Communications Manager
		Caroline Manders, Recording Secretary

The New Westminster School District recognizes and acknowledges the Qayqayt First Nation, 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

Chair Ansari acknowledged the passing of former Trustee Lisa Graham and offered condolences to her family on behalf of the Board.

The Chair called the meeting to order at 7:04pm.

2020-039

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the June 23, 2020 Regular School Board meeting.

CARRIED UNANIMOUSLY

2. APPROVAL OF THE MINUTES

a. Minutes from the Open Meeting held:

i. May 26, 2020 Regular Meeting

2020-040

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the May 26, 2020 Regular School Board meeting.

CARRIED UNANIMOUSLY

b. Business Arising from the Minutes

Nil.

3. COMMENT & QUESTION PERIOD FROM VISITORS

Please note questions will be answered during Question Period near the end of the meeting.

4. CORRESPONDENCE

Chair Ansari acknowledged correspondence received and sent on behalf of the Board regarding TransLink advocacy; NWSS Auxiliary and a thank you letter from Game of Apps, which New Westminster Schools' won and congratulated all those involved.

5. BOARD COMMITTEE REPORTS

a. CANCELLED-Education Policy & Planning Committee, June 2, 2020

b. Operations Policy & Planning Committee, June 9, 2020

i. Comments from the Committee Chair, Trustee Connelly

Trustee Connelly thanked the Student Voice Student Trustees for sharing their survey on remote learning and thanked and wished them well in their future studies.

ii. Approval of the June 9, 2020 Operations Policy and Planning Committee Minutes

2020-041

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the June 9, 2020 Operations Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

iii. 2021-2022 Five-Year Capital Plan

Secretary-Treasurer Ketcham updated the Board regarding a change made to the Five-Year Capital Plan since the June 9, 2020 Operations Policy and Planning Committee meeting. Initially, the playground for Richard McBride Elementary was referenced as priority 1, however, since projects approved must be completed within one year, this is not possible as the location of the playground is part of the current construction site for the new school. Therefore, the priority was changed to 2.

2020-042

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the 2021-2022 Five-Year Capital Plan as outlined in the attached summary for submission, including the change to reflect that the Richard McBride Elementary School playground is a priority 2 project, to the Ministry of Education.

CARRIED UNANIMOUSLY

iv. 2020-2021 Annual Facility Grant Spending Plan

2020-043

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the 2020-2021 Annual Facilities Grant Spending Plan in the amount of \$1,141,892.00 as presented.

CARRIED UNANIMOUSLY

- v. Orange Shirt Week

2020-044

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) acknowledge Orange Shirt Week from September 28 - October 2, 2020 and encourage staff and student participation.

CARRIED UNANIMOUSLY

- vi. 2020-2021 School Fees

It was asked whether school fees could be standardized across elementary and middle school levels. For example, that all students attending Grade 1 within the District, would pay the same fee. The fees presented are based upon a full return to school in September.

Moved

THAT the Board of Education of School District No. 40 (New Westminster) request a full accounting to ensure that the School Fees be standardized between all levels of elementary and middle schools.

MOTION NOT SECONDED

2020-045

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the 2020-2021 School Fees as presented.

1 Opposed

CARRIED

6. REPORTS FROM SENIOR MANAGEMENT

- a. Superintendent Update

Superintendent Hachlaf recognized the many wonderful graduation ceremonies, which have taken place across the District. The video package, created by gradsbcc Photography & Video Company, of the NWSS graduation ceremony has been shared with the graduates and their families.

- i. COVID-19 Update

- A letter has been sent to parents and staff regarding COVID-19, current status and looking ahead to September. A [ThoughtExchange survey](#) for parents was launched and is open until June 29. District staff have also been asked for their feedback.
- Potential revisions to the school density targets in Stage 2 & 3. For instance, Stage 3 may increase to 25% for Grades 6-12 and in Stage 2, Grades 8-12 may increase to 50%.
- An ongoing review of our schedules to ensure we can transition between stages as seamlessly as possible. For instance, moving to full days during Stage 3 to better accommodate parent work schedules.
- In accordance with our health and safety guidelines, moving away from the “optional” clause for students to return to school.
- Discussions and planning continues and input from parents and staff is critical. Results of the survey and plans for September will be shared as soon as details are confirmed.

ii. Budget 2020-21 Summary Report

Secretary-Treasurer Ketcham presented the budget summary document, which has been posted on the District's [website](#).

iii. Good things are happening 2019/2020 year in review

Superintendent Hachlaf highlighted several initiatives that were launched in 2019-20. The Strategic Plan themes will be aligned to the many achievements of the District.

Communications Manager Keighley-Wight echoed that there has been a lot of great work done in the District before and during COVID-19. The completed report will be released in August and available on the District's website.

b. May 31, 2020 Financial Reports

Secretary-Treasurer Ketcham provided the following highlights:

Revenues:

- Year-end sits at about 10% budget remaining, which is on-target.
- Operating Grants have been received for the completed negotiations with CUPE and NWTU
- Rental Revenues are down
- Interest on Short Term investments also slightly lower

Expenses:

- Transferred additional amounts from local capital - Richard McBride and furniture for new NWSS (total \$2 million) which reflected in a slightly lower percentage at 9.06%.
- Payouts as per the recently negotiated teachers' collective agreement are included in teachers' salaries category.
- Support Staff Salaries - some significantly under-budget due to suspension of in-class instruction, thus not requiring Teachers Teaching On-Call (TTOC). Similarly, Services and Supplies items are also under-budget.

The Audit Findings Report will be presented at the September Operations Policy and Planning Committee meeting. Secretary-Treasurer Ketcham will also present a summary of the COVID-19 savings/expenses.

c. Inclusive Practices Review - Final Report

Director, Instruction, Learning Services Cunnings acknowledged the work of the Inclusive Practices Review Advisory Group throughout this process. Kathy Guild and Laurie Meston provided highlights of the final draft report. Superintendent Hachlaf, Associate Superintendent Naser and District staff were thanked for their work. There were many similarities between focus groups, which is presented as figure 1 in the report. Five areas of focus which are essential for students' success:

1. Effective Student Support - all students can learn; importance to support the whole child, not only academically;
2. Collaboration and Team Work - having all staff and stakeholder voices at the tables; this is sometimes difficult to have everyone participate; it is very important that all stakeholders are at the table;
3. Home School Partnerships - importance of effective communication - be clear and effective in communication (not use acronyms); ensure that they are a valued member of the team;

4. High-Quality Professional Learning - that staff is supported to learn; ongoing support;
5. Clearly Articulated Policies and Protocols - ensure that everyone is aware of the policies and protocols (consistency); everyone is integral to a successful outcome.

Kathy Guild provided highlights of the specific recommendations for the five areas, specific to Indigenous education.

1. More academic supports for Indigenous students, which must be built-in to the system early so that these kids do not fall behind;
2. Improving knowledge and understanding of Indigenous culture, which the entire District should participate in;
3. Social emotional support and access to authentic cultural teachings.

This report builds on the positive elements already in place within the District and it is hoped that this report will support and further that work.

Trustee Russell thanked the team, Advisory Group and Trustee Beattie for creating this report and all the work that has gone into the recommendations.

Director, Instruction, Learning Services Cunnings indicated that the staff handbook, student handbook, website portal will be first priority; any items with a budget attached will be brought to the Board for consideration, however, there are no items requiring additional budgetary support at this time.

It was asked how this report will dovetail into the Equity Scan work. Associate Superintendent Naser indicated that the Equity Scan has not yet been completed. There have been a number of consultations with parents, students and staff. Work will continue as we move into fall and consider the Equity Scan action plan.

Trustee Russell proposed the following motions, in two parts.

2020-046

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) 1. through this motion thanks all those who participated in the Review of Inclusive Practices in New Westminster School District in 2019-2020, acknowledges there is still much more to do to ensure equitable access to education for all students, and states our recommendations to actions.

CARRIED UNANIMOUSLY

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) recommend that:

2. Staff prepare an Action Plan for the October Operations Committee meeting to outline implications of each recommendation and integration with the District Strategic Plan including:

- ***considerations for the Board in terms of policy, or additional budget required;***
- ***comprehensive, measurable indicators of success, and timeline, for each recommendation;***
- ***a plan for how the Board will ensure monitoring and evaluation;***

- ***a plan for ongoing consultation and engagement with students, families, staff, teachers, Principals and Vice Principals to support implementation, monitoring and evaluation.***

Superintendent Hachlaf and Associate Superintendent Naser indicated that the proposed work in the second motion will be a multi-year initiative. A September / October 2020 timeline for capturing this plan in its entirety would not be possible. Director, Instruction, Learning Services Cunnings echoed those sentiments.

It was requested and confirmed that the second part of the motion would be deferred to the September 22, 2020 Open Operations Policy and Planning Committee meeting.

MOTION POSTPONED

2020-047

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) postpone the second part of the motion for consideration to the September 22, 2020 Operations Policy & Planning Committee.

CARRIED UNANIMOUSLY

7. NEW BUSINESS

- a. September 2020 Committee and Board Meetings' Format

Chair Ansari shared that a discussion was held in the June 23 In-Camera Board meeting. A decision was made to review and revise the 2020-21 Board and Committee meeting schedule due to the ongoing challenges posed by COVID-19, which continues to limit the number of in-person meetings. Perhaps, meetings will continue as a hybrid of in-person and virtual formats. An updated schedule will be made public when confirmed.

8. TRUSTEE REPORTS

Trustees provided highlights of activities they participated in June.

Chair Ansari and the Trustees thanked the District for all their work this past year during these challenging times.

9. QUESTION PERIOD (15 Minutes)

The public was given the opportunity to ask questions on matters that arose during the meeting.

Dave Bollen, Vice President CUPE Local 409, asked that the reduction of the administrative position at Hume Park Home Learners be reconsidered. Chair Ansari asked that he please send the Board an email with his questions/concerns as this topic was not part of the agenda.

10. NOTICE OF MEETINGS

This schedule may change. The revised meeting schedule will be made public in mid-August, once it has been confirmed.

Tuesday, September 15, 2020: Education Policy & Planning Committee, 6:00pm - TBD
Tuesday, September 22, 2020: Operations Policy & Planning Committee, 7:00pm - TBD
Tuesday, September 29, 2020: School Board Meeting, 7:00pm - TBD

Reminder:

Orange Shirt Day, September 30

11. **REPORTING OUT FROM IN-CAMERA BOARD MEETING**

- a. Record of May 26, 2020 In-Camera Board Meeting

12. **ADJOURNMENT**

The meeting adjourned at 8:57pm.

Chair

Secretary-Treasurer