

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

**Tuesday, December 15, 2020, 7:00 PM  
Via Webex Livestream**

|                |                            |  |
|----------------|----------------------------|--|
| <b>PRESENT</b> | Gurveen Dhaliwal, Chair    | Karim Hachlaf, Superintendent                      |
|                | Dee Beattie, Vice-Chair    | Bettina Ketcham, Secretary-Treasurer               |
|                | Anita Ansari, Trustee      | Maryam Naser, Associate Superintendent             |
|                | Danielle Connelly, Trustee | Guests:  |
|                | Mark Gifford, Trustee      | Members of the Public                              |
|                | Mary Lalji, Trustee        | Dave Crowe, Director of Capital Projects           |
|                | Maya Russell, Trustee      | Julie MacLellan, Reporter, New Westminster Record  |
|                |                            | Sarah Wethered, President, NWTU                    |
|                |                            | Caroline Manders, Recording Secretary              |
|                | <b>REGRETS</b>             | Robert Weston, Executive Director, Human Resources |

*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**

The Chair called the meeting to order at 7:00pm.

**2020-070**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the December 15, 2020 Regular School Board meeting.***

**CARRIED UNANIMOUSLY**

**2. APPROVAL OF THE MINUTES**

a. Minutes from the Open Meeting held:

1. November 24, 2020 Regular Meeting

**2020-071**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the November 24, 2020 Regular School Board Meeting.***

**CARRIED UNANIMOUSLY**

b. Business Arising from the Minutes

Nil.

**3. COMMENT & QUESTION PERIOD FROM VISITORS**

Nil.

#### 4. **REPORTS FROM SENIOR MANAGEMENT**

##### a. Superintendent Update

Superintendent Hachlaf provided an update:

##### i. COVID-19 Update:

- The revised Fraser Health Early Notification process and New Westminster Schools' statistics were reviewed. Various school districts have provided feedback and suggestions to Fraser Health to help improve clarity around communication of the notification process:
  - The District's first self-isolation letter was sent to a class at NWSS and those students are being supported via online learning.
  - Considerations in the event of Stage 3, schedules of instruction were reviewed, based on full-day models to allow for a more consistent schedule.
  - Central Registration - Neighbourhood Learning Centre - within NWSS, there will be a Wellness Centre, which is being reviewed at the Advisory Committee level. The Welcome Centre has moved beyond the concept stage and is now being setup at NWSS. Centralized registration system will be implemented in January. This project has been years in the making and it is very exciting to see this come to fruition.
  - K-8 Online Update - registration opportunities were opened up for families both to return to in-class learning; and online learning. 48 families applied to return to in-class instruction; 68 families applied to go to online learning.
  - Discover New Westminster Schools - in early 2020, the first Discover New Westminster Schools was introduced and it was a massive success. The 2021 event will take place virtually in mid-January. Details will be available on the District website.

##### ii. NWSS Move/Transition

The new high school will open on January 4. The move schedule is going very well. The first week of instruction will take place via remote learning, which will allow staff to receive training and orientation. When the students are introduced to the new building, they will also have an orientation. Superintendent Hachlaf thanked NWSS staff for helping to pack up their classrooms while continuing instruction.

A video of the new NWSS was shown. A link to the video is [here](#).

A question arose regarding the status of the anti-racism initiative and the school liaison officer program. Superintendent Hachlaf indicated that the District has reached out to the consultant and a presentation will be made to the Board in January.

##### b. 2021-22 Budget Development Process and Timelines

Secretary-Treasurer Ketcham reviewed the proposed 2021-22 Budget Process. She explained that the 2019-20 process was rather lengthy and that for this budget cycle the timeline has been shortened to be more efficient, yet still allow for sufficient discussion opportunities. A discussion followed regarding the use of ThoughtExchange. Secretary-Treasurer Ketcham agreed that ThoughtExchange may not be helpful in the format that it was initially used. She has connected with

ThoughtExchange to review how the format for the 2021-22 Budget Cycle could be adjusted to the format more helpful to the District. Staff was asked to research other possible platforms with which to engage the public in a more meaningful and honest manner. It was asked what the cost is of using ThoughtExchange. Secretary-Treasurer Ketcham will bring this information to the next meeting.

**2020-072**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the 2021-22 Budget Development Process and Timelines, as presented.***

**CARRIED UNANIMOUSLY**

c. Statement of Financial Information (SOFI) Report

Secretary-Treasurer Ketcham provided highlights of the Statement of Financial Information (SOFI) for 2019-20. It was asked that any Administrative Procedures relating to procurement be reviewed to ensure that they are Living Wage Employers.

**2020-073**

**Moved and Seconded**

***THAT the Board of Education School District No. 40 (New Westminster) acknowledge receipt of the Statement of Financial Information (SOFI) Report for information.***

**CARRIED UNANIMOUSLY**

d. Bank Signing Authority

**2020-074**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster)'s bank signing authorities Trustee Gurveen Dhaliwal and Trustee Dee Beattie, Karim Hachlaf, Superintendent; and Bettina Ketcham, Secretary-Treasurer be approved;***

***AND FURTHER that effective immediately, bank signing authority Trustee Anita Ansari former Board Chair, be removed.***

**CARRIED UNANIMOUSLY**

e. Student Withdrawal & New Registration Report

Associate Superintendent Naser provided highlights of the report:

- 48 students moved out of the District; 176 students left the District; 10 students left to go to independent schools; overall enrollment is up 76 students compared to 2019. The number of students leaving and coming into the district is roughly equal.

**5. NEW BUSINESS**

Nil.

**6. TRUSTEE REPORTS**

- a. Trustee School Liaison Assignments / Trustee Appointments to Committees & Community Liaison Groups

Chair Dhaliwal shared the new committee appointees of Trustees. The school liaison assignments will remain in place until the end of June 2021 to ensure continuity.

Trustees shared highlights of activities they participated in November and December.

**7. QUESTION PERIOD (15 Minutes)**

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

A member of the public asked that upon viewing the video of NWSS, that the skylight is glassed in on the second floor, however, on the third floor it is not, how will this be addressed? Secretary-Treasurer Ketcham indicated that the protections in the skylight exceed code requirements; once school is in session this matter will be assessed as to whether it is an issue. Director of Capital Projects Crowe indicated that the newly completed NWSS exceeds the current Code requirement. The architect has said that this is a very safe situation.

Another member of the public asked that they had responded to the anti-racism letter sent in June and had asked for a follow-up by the Board. The Board is working with consultants regarding a plan. A more robust update will follow in the spring. Parents will be involved in community communications.

**8. NOTICE OF MEETINGS**

Tuesday, January 12, 2021: Education Policy & Planning Committee Meeting, 5:00pm - Via Webex Livestream

Tuesday, January 12, 2021: Operations Policy & Planning Committee Meeting, 6:15pm - Via Webex Livestream

Tuesday, January 26, 2021: School Board Meeting, 7:00pm - Via Webex Livestream

Reminder:

Discover New Westminster Schools 2021 (Virtual Experience) - January 11-14, 2021

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

- a. Record of the November 24, 2020 In-Camera Meeting

**10. ADJOURNMENT**

The meeting adjourn at 8:14pm.

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Chair

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Secretary-Treasurer