

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

**Tuesday, October 15, 2019, 7:30 PM
School Board Office
811 Ontario Street, New Westminster**

PRESENT	Anita Ansari, Vice Chair Dee Beattie, Trustee Danielle Connelly, Trustee Gurveen Dhaliwal, Trustee Mark Gifford, Chair Maya Russell, Trustee	Karim Hachlaf, Superintendent Bettina Ketcham, 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
REGRETS	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 7:33 pm.

Moved and Seconded

THAT the agenda for the October 15, 2019 Open Operations Policy and Planning Committee meeting be adopted as distributed.

CARRIED UNANIMOUSLY

2. Correspondence

Correspondence was received.

3. Comment & Question Period from Visitors

Nil.

4. Presentations

a. SD40 for the Climate

Three SD40 for the Climate members from New Westminster High School presented a brief overview of global climate change and outlined some potential options for the District to adopt to reduce its carbon footprint.

Several neighbouring school districts and city councils have adopted a climate change/emergency motion. Important to train staff to increase their knowledge base around climate change.

Superintendent Hachlaf thanked the students for their well thought-out presentation and work, which echoes the District's core competencies.

i. Backgrounder-Climate Action Motion

Trustee Dhaliwal introduced the motions, which were moved and seconded. Discussion followed. Superintendent Hachlaf asked that staff have an opportunity to review the second and third recommendations and bring back the motions with some additional background information to the November 19, 2019 Operations Policy & Planning Committee meeting.

The Board unanimously agreed to postpone the vote on the second and third recommendations to the November 19, 2019 Operations Policy & Planning Committee meeting.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to declare a climate emergency.

CARRIED UNANIMOUSLY

Moved and Seconded

POSTPONED

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to create a long-term Environmental Strategy and Climate Action Plan, by September 2020, that includes the following:

- ***Measurable targets, timelines and goals to reduce SD40's greenhouse gas emissions, as per the IPCC report.***
- ***Specifics surrounding SD40 facilities and operations, transportation, purchasing, procurement and vendor relations.***
- ***Costs associated to meet climate targets.***
- ***Opportunities for stakeholder collaboration and staff, student and community engagement.***

Moved and Seconded

POSTPONED

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to implement climate literacy to the K-12 curriculum, including professional development for all staff.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to write a letter to the Minister of Education and the Minister of Environment and Climate Change Strategy advocating for climate literacy in schools, support for school districts to reduce their greenhouse gas emissions and prioritizing the funding of greener school facilities.

CARRIED UNANIMOUSLY

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:

- Contract expenditure \$46 million.
- Civil works have been completed (water line, structural steel, interior wall framing on Levels 2 & 3 completed).
- Concrete work on main floor completed.
- Structural steel work has been completed.
- Drywall (interior walls on Levels 2 & 3 has commenced)
- Exterior glazing - window installation is underway
- Maintenance/IT building - foundations & footings are completed. Commencing with wall sections. Substantial completion date will be May 2020.
- Site workers - 110-125 is expected to increase going into October as construction continues on the interior of the building; especially increase in drywaller installers.
- Risk Summary - remains at low-risk.
- School opening is anticipated for September 2020.

Director of Capital Projects Crowe was asked the status of the inventory of furniture and equipment to be moved over from the current high school to the new building. That work is starting now. He will be meeting with Secretary-Treasurer Ketcham to review the budget and requirements.

b. School Naming / Renaming

Superintendent Hachlaf provided an overview of the proposed draft Administrative Procedures pertaining to Naming and Renaming School Facilities. A copy of the Backgrounder was handed-out at the meeting and is available on the District's [website](#).

Trustee Gifford thanked Superintendent Hachlaf for the work done on this matter.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) acceptance of the draft Administrative Procedures: Naming New School and District Facilities; and Re-Naming Existing School and District Facilities.

CARRIED UNANIMOUSLY

c. Operations Update

Committee Chair Connelly welcomed new Secretary-Treasurer Ketcham to the District who provided an update on the activities of the Operations and Finance staff for September.

i. August 31, 2019 Financial Report

Secretary-Treasurer Ketcham provided highlights of the Revenues and Expenses. As of August 31, 2019, the District is tracking comparatively to previous years. It was asked what the District's budgetary implications will be.

Superintendent Hachlaf indicated that he has discussed this matter at a Metro Superintendent's meeting. The one-time cost to New Westminister Schools is \$130K. There may be an opportunity to raise this issue as an advocacy item at the October 25-26 BCSTA Provincial Council. BCSTA Provincial Representative Trustee Connelly confirmed she will also bring this forward at the Metro Trustees meeting on October 16.

d. Surplus Appropriation Approval

On September 1, 2019, international students will be assessed BC health care coverage (MSP). A summary of additional cost pressures amounting to \$625K was shared. A significant item of note was MSP.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminister) to authorize further appropriation of unrestricted surplus in the amount of \$625,000 for the 2019-2020 fiscal year, as presented.

CARRIED UNANIMOUSLY

e. Neighbourhood Learning Centres Update

Superintendent Hachlaf provided an update on the status of the Neighbourhood Learning Centres for Richard McBride Elementary and New Westminister Secondary Schools. There will be two separate committees struck. They will commence work soon and will meet throughout the year.

6. General Announcements

Nil.

7. New Business

a. BCSTA Provincial Council Motions

BCSTA Provincial Representative Connelly indicated that the motions being brought forward to BCSTA will include vaping and HPV9.

b. Bank Signing Authority

Secretary-Treasurer Ketcham indicated that former Secretary-Treasurer Morris will be removed; new and current Secretary-Treasurer Ketcham will be added as signing authority.

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminister)'s bank signing authorities Mark Gifford, Chair, Anita Ansari, Vice Chair, Karim Hachlaf, Superintendent, and Bettina Ketcham, Secretary-Treasurer be approved;

AND FURTHER that effective immediately, bank signing authority Kim Morris former Secretary-Treasurer, be removed.

CARRIED UNANIMOUSLY

8. Old Business

Nil.

9. Question Period (15 Minutes)

Nil.

10. Adjournment

The meeting adjourned at 9:17 pm.