

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

**Tuesday, February 11, 2020, 7:00 PM  
School Board Office  
811 Ontario Street, New Westminister**

<b>PRESENT</b>	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	Dave Crowe, Director of Capital Projects
	Maya Russell, Trustee	Grant Lachmuth, Black Wolf Consulting
		Caroline Manders, Recording Secretary
<b>REGRETS</b>	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 7:08pm.

**Moved and Seconded**

***THAT the agenda for the February 11, 2020 Open Operations Policy and Planning Committee meeting be adopted as distributed.***

**CARRIED UNANIMOUSLY**

**2. Correspondence**

Nil.

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

Nil.

**4. Reports from Senior Management**

a. Capital Projects Update

i. New Westminister Secondary School

Director of Capital Projects Crowe and Grant Lachmuth, Black Wolf Consulting, provided the February highlights:

- Finalized design of signalization at intersection; will begin electrical infrastructure at beginning of March. Pedestrian-activated signal will be installed.
- Drywall is progressing well; most HVAC and plumbing are completed.
- Exterior work - finish-cladding will commence on 6th street frontage and working around southern face of school.
- The extra labour brought onto the site has greatly assisted with making progress on the build site.
- Snowfall from January/February slowed down work slightly.

Superintendent Hachlaf indicated that the current focus is to complete the high school and the decommissioning of the current school, which will take about 18 months.

Communication with the City of New Westminster regarding a 30km/hour speed zone at the school is still currently under discussion and consideration by the City.

ii. Richard McBride Elementary School Replacement Project - Update

Director of Capital Projects Crowe delivered highlights of the latest news regarding the Richard McBride Elementary School Replacement Project. The contractor, Heatherbrae, was confirmed late January. Tree protection has begun; permitting and plans have been approved by the City. Currently, the project has a 130 week build contract; once the build starts, we will be better able to gauge a completion date.

b. Operations Update

• February 2020 Operations Update

Secretary-Treasurer Ketcham highlighted the following:

- Inventory of NWSS items has been completed. This information will be used to identify gaps in furniture, and other resource requirements.
- Water testing results of the sites completed, have come back clean and safe. Further testing will take place in spring.
- Finance Team has completed T4s.
- Amended Budget is due at the end of February.

c. 2019-2020 Amended Budget

Secretary-Treasurer Ketcham provided an overview of amended budget document summary.

Several adjustments have been made to cost increase/decrease which resulted in a cost decrease (savings) of just over \$1M. However, the Ministry has asked for a \$1M contribution to the Richard McBride Elementary School Replacement Project. As well, NWSS furniture and equipment costs are currently unknown.

The Amended Budget document was briefly reviewed.

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) that \$1,000,000 of surplus be appropriated and transferred to local capital for the contribution related to the Richard McBride Elementary seismic replacement project.***

**CARRIED UNANIMOUSLY**

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) adoption of the three readings of the amended budget bylaw for fiscal year 2019/2020.***

**CARRIED UNANIMOUSLY**

**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 first and second reading of the amended budget bylaw for fiscal year 2019/2020.***

**CARRIED UNANIMOUSLY**

**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 third reading, reconsideration and final adoption of the amended budget bylaw for fiscal year 2019/2020.***

**CARRIED UNANIMOUSLY**

d. 2020-2021 Preliminary Budget Process

Secretary-Treasurer Ketcham provided an update. The Ministry provided an update on the Funding Model Review. Phase 1 does not anticipate any substantial changes to current funding. There has been no communication as to when Phase 2 will be rolled out, could be 1 or 2 years or longer. This means 2020-21 will be status quo.

[ThoughtExchange feedback](#) has been completed and will be shared with the Board.

Talking Tables will take place on February 18. The question posed to stakeholders will be to prioritize what goals of the Strategic Plan the District will work towards for the 2020-21 school year.

e. Continuing Education

Secretary-Treasurer Ketcham provided a [table-drop document](#) which included additional information based on questions posed by the Board at the January 28, 2020 Regular Open Board meeting.

It was suggested that Board of Education send a Letter of Advocacy to the Ministry to request an increase in funding to support Continuing Education. Trustee Gifford will draft a letter and a motion for consideration.

Superintendent Hachlaf confirmed that LINC does provide English language courses and also offer courses to assist with job search and culture.

Staff was asked to get further information from Burnaby Schools regarding their Continuing Education program.

**Moved and Seconded**

***That the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to submit a letter to the Ministry of Education, requesting that the Ministry increase per student FTE funding for Adult Continuing Education from current \$4,773 (63% of school age FTE funding) to \$6,348 (85% of school age FTE funding) in order to fund and deliver Adult Continuing Education at a sustainable level.***

**AND**

***Furthermore, that the Board of Education of School District No. 40 (New Westminster) submit a motion to BCSTA for consideration by its membership at its AGM in April 2020.***

**CARRIED UNANIMOUSLY**

**Moved and Seconded**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to discontinue the day time and late afternoon continuing education program as of the end of the 2019-20 school year and make efforts to optimize the evening program and continue to run the evening program for one year to assess the financial and educational viability with a decision to be made about future steps by February 2021 in time for the 2021-22 budget cycle.***

**AND**

***THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to direct staff to continue to investigate and communicate available options for students to transition to an alternate out of district program that best meets their needs.***

**CARRIED  
1 Opposed**

f. Technology Resources Assessment Report

Associate Superintendent Naser provided highlights of the report. The District has a good technology tool availability compared to the number of students (ratio: 1 to 2). Bandwidth, the Ministry provides minimum standard and then additional bandwidth is provided by the District at the District's cost. Most schools are close to capacity with the number of devices compared to the available bandwidth. A fibre optics network is being installed in the new NWSS and current bandwidth is not a concern; identifying dead zones in the school has helped.

The next step will be to budget around a refresh for Chromebooks. It was asked that planning for new technology will include potential corporate sponsorships.

**5. General Announcements**

Chair Connelly reminded Trustees to please wear their Pink Shirts at the February 25, 2020 Board meetings.

**6. New Business**

Nil.

**7. Old Business**

Nil.

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

Nil.

**9. Adjournment**

The meeting adjourned at 9:10pm.