

BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER) REGULAR OPEN
MEETING OF THE BOARD AGENDA

Tuesday, March 8, 2022, 7:00 pm

[Via Webex Livestream](#)

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.

		Pages
1.	<u>ADOPTION OF THE AGENDA</u>	7:00 PM
<p>Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the March 8, 2022 Regular School Board meeting.</p>		
2.	<u>APPROVAL OF THE MINUTES</u>	7:05 PM
a.	Minutes from the Open Meetings held:	
	February 22, 2022 Regular Meeting	4
<p>Recommendation: THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the February 22, 2022 Regular School Board meeting.</p>		
b.	Business Arising from the Minutes	
3.	<u>COMMENT & QUESTION PERIOD FROM VISITORS</u>	7:10 PM
	DPAC	
	CUPE	
	NWTU	
4.	<u>REPORTS FROM SENIOR MANAGEMENT</u>	

- a. Skwo:wech Project Update (D. Crowe) 7:20 PM [12](#)
- b. Wellness Centre Update (Verbal) (M. Naser) 7:30 PM
- c. 2022 - 2023 District Calendar (M. Naser) 7:40 PM [18](#)

Recommendation:
THAT the Board of Education of School District No. 40 (New Westminster) approve the 2022-2023 District Calendar as presented.

- d. Student Withdrawal Report (M. Naser) 7:50 PM [19](#)

5. **NEW BUSINESS** 8:00 PM

6. **TRUSTEE REPORTS** 8:05 PM

7. **QUESTION PERIOD (15 Minutes)** 8:15 PM

Questions to the Chair on matters that arose during the meeting.

8. **NOTICE OF MEETINGS** 8:30 PM

Tuesday, April 12, 2022: Education Policy & Planning Committee, 5:00 pm - via Webex

Tuesday, April 12, 2022: Operations Policy & Planning Committee, 6:30 pm - via Webex

Tuesday, April 26, 2022: School Board Meeting, 7:00 pm - TBD

Reminders:

International Women's Day - March 8

World Autism Day - April 2

Earth Day - April 22

BCSTA Provincial Council & AGM - April 21 - 24

District Volunteer Recognition - April 24 - 30

9. **REPORTING OUT FROM IN-CAMERA BOARD MEETING** 8:35 PM

- a. Record of the February 22, 2022 In-Camera Meeting [20](#)

10. ADJOURNMENT

8:40 PM



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

**Tuesday, February 22, 2022, 7:00 PM
Via Webex Livestream**

- PRESENT**
- | | |
|----------------------------|--|
| Gurveen Dhaliwal, Chair | Karim Hachlaf, Superintendent |
| Dee Beattie, Vice-Chair | Bettina Ketcham, Secretary-Treasurer |
| Anita Ansari, Trustee | Robert Weston, Executive Director, Human Resources |
| Danielle Connelly, Trustee | Guests: |
| Mark Gifford, Trustee | Members of the Public |
| Mary Lalji, Trustee | Members of NWSS Environmental Club |
| | Dave Bollen, President, CUPE 409 |
| | Kathleen Carlsen, DPAC Chair |
| | Dave Crowe, Director - Capital Projects |
| | Bruce Cunnings, Director of Instruction and Learning |
| | Amy Grey, Assistant Secretary-Treasurer |
| | Kristen Keighley-Wight, Communications Manager |
| | Laura Kwong, DPAC |
| | Iain Lancaster, District Vice Principal of Programs & Planning |
| | Connie Swan, District Vice Principal Indigenous Education |
| | Sarah Wethered, President NWTU |
| | Leanne Sojka, Recording Secretary |
- REGRETS**
- | |
|--|
| Maya Russell, Trustee |
| Maryam Naser, Associate Superintendent |

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 7:00 pm.

2022-010

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the February 22, 2022 Regular School Board meeting as amended.

CARRIED UNANIMOUSLY

2. APPROVAL OF THE MINUTES

- a. Minutes from the Open Meeting held:
 - i. January 25, 2022 Regular Meeting

2022-011
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the January 25, 2022 Regular School Board meeting.

CARRIED UNANIMOUSLY

- b. Business Arising from the Minutes
Nil.

3. PRESENTATIONS

- a. Climate Action Update (B. Ketcham & I. Lancaster)
i. 2022 Climate Action

Secretary-Treasurer Ketcham provided an introduction to the 2022 Climate Action presentation, noting that education has largely been the focus. She and District Vice Principal, Programs & Planning Lancaster shared updates and highlights:

Updates from the 2020 presentation:

- Skwo:wech and New Westminster Secondary schools - completion and decommissioning
- Energy conservation upgrades at various schools
- Waste reduction
- Water conservation
- School grounds and transportation

Board approved Climate Action Strategy:

- 0.4 FTE reallocation from District staff portfolio to support climate action in schools:
 - SharePoint on District portal which provides teachers with resources to embed climate action into their daily activities
 - Resources going to schools by developing available resources for teachers (tied to curricular framework; UDL framework; Units of Inquiry; Engaging Activities)
 - Edwin classroom app
 - New books/resources for loan at Media Services
- Climate Action Grants:
Reprioritization of \$10,000 in grants to schools to support Green Teams. Twelve grants were received for various projects:
 - Starting or expanding school gardens; two schools are focusing on pollinator populations

- Field trips from Indigenous perspectives (Talking Trees Tour & Qayqayt and Musqueam Nations environmental stewardship walks)
- Blackberry culling
- Waste reduction programs
- District events include:
 - Turn Down the HEAT!
 - Professional development activities
 - Climate Action Symposium

ii. 2020 Climate Action

The 2020 Climate Action presentation was attached for reference only.

b. NWSS Environmental Club (Verbal)

Student representatives from the New Westminster Secondary School Environmental Club, provided a verbal presentation on how the climate crisis is taught in schools and shared three main areas of concern:

- The climate crisis is not really discussed in schools
- The climate crisis is not discussed as a 'crisis'
- Communication is presented as an overall focus on individual actions and not discussed as a broader, systemic issue

Student representatives posed questions, provided their individual experiences, and shared suggestions. Please refer to the [meeting video](#) (starting at 32:15) for the full presentation and detailed discussion.

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

DPAC: Laura Kwong shared the four resolutions that will be brought to the 2022 BCCPAC AGM:

- Restrict the sale of single use bottled water in schools except in districts where access to safe water from municipal sources does not exist
- Access to safe drinking water in public schools
- Change to the Ministry of Education Area of Standards documents:
 - Not for profit licensed out of school childcare programs separate from space from educational programming
 - Require space allocations to reflect increase space requirements resulting from class size and composition
 - provide districts greater autonomy and power to determine space capacity needs based on projected growth in their district
 - change to provincial school bus finding model

CUPE: Dave Bollen, President shared CUPE is in provincial bargaining and noted he is sitting on the Bargaining Committee. He shared the two sessions that included discussions on Job Evaluation and Health & Safety went well. He provided thanks and shared that he has heard positive comments regarding Seamless Childcare spaces in

the District. The Spirit Bear book was donated to all locals from CUPE BC, part of an initiative for Truth and Reconciliation. The book was so impactful that CUPE local 409 and Dave will donate one copy to each school library in the District.

NWTU: Sarah Wethered, President shared office incumbent updates and the recent induction of 15 new members into the BCTF. She added that included in the BCTF membership is free membership into a provincial specialist association. Several teachers in the District sit on special associations. Sarah confirmed local bargaining was completed and shared thanks to Executive Director Human Resources Weston. The diversity audit has been rescheduled to the end of April 2022. It was decided that the small diversity and inclusion budget will be directed towards a draw for teachers to receive one of 10 or 15 classroom resources and the balance will be used to encourage teachers to take one of three courses.

There were no comments or questions received from visitors.

5. **CORRESPONDENCE**

Nil.

6. **BOARD COMMITTEE REPORTS**

a. Education Policy & Planning Committee, February 8, 2022

i. Comments from the Committee Chair, Trustee Beattie

Trustee Beattie recapped the presentations from the February 8 meeting.

ii. Approval of the February 8, 2022 Education Policy and Planning Committee Minutes

**2022-012
Moved and Seconded**

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the February 8, 2022 Education Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

b. Operations Policy & Planning Committee, February 8, 2022

i. Comments from the Committee Chair, Trustee Connelly

Trustee Connelly referenced the District's Living Wage certification and thanked Trustee Gifford for initiating the motion and Executive Director Human Resources Weston for the work completed.

ii. Approval of the February 8, 2022 Operations Policy and Planning Committee Minutes

**2022-013
Moved and Seconded**

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the February 8, 2022 Operations Policy & Planning Committee meeting.

CARRIED UNANIMOUSLY

7. REPORTS FROM SENIOR MANAGEMENT

a. Superintendent Update (K. Hachlaf)

i. Black History Month

Superintendent Hachlaf provided highlights of his visit to Lord Tweedsmuir Elementary. He presented a Caribou Math Certificate of Achievement to Glenbrook student, Terry Wang and shared Terry's exemplary achievements which includes scoring first in the world out of 9,888 students from 23 countries. The District has received a \$45,000 grant from the Vancouver Sun 'Adopt a School Foundation', the entirety to be allocated to the Fuel Up program. He thanked District Vice Principal Anderson for submitting the grant application and the Vancouver Sun Children's Fund Society.

Individual school highlights included:

- Lord Tweedsmuir Elementary: Staffed worked with students to learn more about influential Black Canadians. Individuals were highlighted, supplemental materials supplied, and artistic poster material was created by students.
- Skwo:wech Elementary: Families and cultures were studied. After reading 'the Colours of Us', students mixed paint colours to create a self portrait to honour the colour of their skin. Students discussed the impact that Martin Luther King Jr. had on social justice and civil rights. Following a viewing of his 'I had a dream' speech, students incorporated powerful representative words into their individual art pieces.
- Fraser River Middle: Several books were purchased and one book, 'Little Leaders' was read over the daily announcements. Students created presentations on key Black leaders and the presentations are exhibited on school monitors. A Human Rights student club has been created.
- Queen Elizabeth Elementary: Classes participated in reading stories about Black Canadians and Americans and students discussed their significant contributions.

Questions and discussion followed.

b. Report on Committees - SD40 Staff Representative (K. Hachlaf)

Superintendent Hachlaf provided brief highlights. Mandates and summaries from each Committee Appointee was shared in the report.

c. Inclusive Education Review (B. Cunnings & C. Swan)

Director of Instruction-Learning Services Cunnings and District Vice Principal Indigenous Education Swan provided highlights of the Inclusive Education Review - Phase Two (2021 – 2022):

- High quality professional learning: Training and development for IEP relevant staff that includes a recommendation and actions. Details of the February 22, 2022 Professional Development Day were shared.
- Effective student transition supports that includes key areas of growth in the District
- Effective academic student supports that includes a recommendation and actions
- Effective Indigenous student supports that includes a recommendation and actions
- Home school partnerships that includes a recommendation and actions

d. 2021-2022 Amended Budget (B. Ketcham)

Secretary-Treasurer Ketcham provided highlights:

- 2022 Amended Budget: \$91,219,771 consists of the Operating Budget (\$72M) along with capital assets, Special Purpose Funds and Capital Funds
- The revised anticipating annual deficit by June 30, 2022 has been amended from \$2.1M to \$1.7M. The District has seen an increase of international revenues and an increase in regular student enrolment which have increased revenues by over \$600K
- Long Range Facilities Plan points to the need to acquire land and build new buildings to address student population growth over the next decade. It is not an uncommon practice and a cost sharing expectation to prioritize land acquisition. While there are savings in some categories, the recommendation is to set aside \$250K to capitalize on future land acquisition opportunities.

Chair Dhaliwal put forward a motion:

2022-014

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the extension of tonight's meeting to 10:00 pm.

CARRIED UNANIMOUSLY

2022-015

Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) adopt the three readings of the amended budget bylaw for fiscal year 2021/2022.

CARRIED UNANIMOUSLY

2022-016
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve FIRST and SECOND reading of the amended budget bylaw for fiscal year 2021/2022.

CARRIED UNANIMOUSLY

2022-017
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the THIRD reading, reconsideration and FINAL adoption of the amended budget bylaw for fiscal year 2021/2022.

CARRIED UNANIMOUSLY

8. NEW BUSINESS

9. TRUSTEE REPORTS

Trustees provided highlights of the events they attended over the past month.

10. QUESTION PERIOD (15 Minutes)

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

11. NOTICE OF MEETINGS

Tuesday, March 8, 2022: School Board Meeting, 7:00 pm - via Webex

Tuesday, April 12, 2022: Education Policy & Planning Committee Meeting, 5:00 pm - via Webex

Tuesday, April 12, 2022: Operations Policy & Planning Committee Meeting, 6:30 pm - via Webex

Reminder:

Black History Month - February

Pink Shirt Day - February 23

12. REPORTING OUT FROM IN-CAMERA BOARD MEETING

a. Record of the January 25, 2022 In-Camera Meeting

13. ADJOURNMENT

The meeting adjourned at 9:51 pm

Chair

Secretary-Treasurer

DRAFT

PROJECT STATUS REPORT

Project	Project Name McBride Replacement	Project Description	Construction of new building and demolition of existing	Project Dashboard			
							Green: As planned Yellow: Corrective Action Being Taken Red: Executive Attention Required
Date	Mar. 2	Year	2022	Scope		Budget	
Prepared By	Karen Hearn			Schedule		Issues	

Project Status

Brief paragraph describing the status of the project, milestones achieved and not reached. Major upcoming milestones.

Project is nearing completion of construction for the new school.

Since the February report the following major milestones were achieved:

- Preliminary “dry run” inspection with the Chief Building and other City Inspectors
- Gym flooring complete
- Concrete sidewalk at front of school and in the courtyard completed
- Paving of the 3rd level driveway and pedestrian pathway is complete
- Training provided to SD40 personnel on several building systems
- Commissioning and functional testing completed for all building systems with a few deficiencies identified
- Integrated Testing including development of an Integrated Testing Plan to meet changed 2018 Building Code (BCBC) requirements is in progress
- Cleaning of the interior is progressing
- Landscaping underway
- Interior lighting installation completed
- Final coat of paint nearing completion
- Interior glazing installation nearing completion

Upcoming major milestones

- Completion of the building systems training for SD40 personnel
- Completion of the Integrated Testing to meet BCBC requirements
- Completion of the landscaping
- Installation of exterior lighting
- City Occupancy Inspection
- Move-in
- Receipt of Demolition Permit

Project Scope

Changes to the original scope or key assumptions which may have a material impact on schedule, budget, or project outcome.

1. Increase of building size to accommodate siting on the property. The school portion of the building is 3,765 m². Total space for the Child Care is 435 m² with the Childcare funding being provided from the Ministry of Children and Family Development and the City of New Westminster.

PROJECT STATUS REPORT

Project Schedule

Highlight any important changes or risks to the project timelines.

The General Contractor had been aiming for opening December 2021 or January 2022. Challenges with the availability and delivery of materials subsequent to the flooding early in November, the continued extreme weather and continued challenges from COVID-19 have resulted in a delay in project completion. The General Contractor is now aiming for a turnover of the building to the School District for March 18th.

The following table provides further details regarding the project schedule.

Task	Completed by	Status Mar. 2/22
Phase one – new school		
Excavation, shoring, micro piling, formwork for foundation	Last week August 2020	Complete
Slab on grade	Mid-September 2020	Complete
Steel structure including decking	1 st week of March 2021	Complete
Roof	2 nd week April 2021	Complete
Exterior windows and exterior building envelope	Last week August 2021	75% complete
Interior finishes	2 nd week December 2021	Mid-February
Occupancy (refers to City inspection & approval)	Mid December 2021	Second Week of March
Phase two – demolition & completion of landscaping		
Demolition	Mid-April 2022	June
Completion of Landscaping	End of August 2022	October

Project Budget

Changes to overall budget and approx. % over or under budget.

The project budget has been revised based upon the bid price. The revised project budget is \$34,984,643. Earlier in the project Change Orders were exceeding expectation for the point in the project. Work with the General Contractor and consultants has resulted in cost savings

At this time, the project is projected to be within the revised project budget of \$34,984,643.

Major Risks

No new risks identified.

As identified in the Funding Agreement:

- 1. Unexpected Soil & Ground Conditions – while there have been unexpected soil & ground conditions to date these have not resulted in significant impact to the project. For the Phase 1 (new school) portion of the project this risk is decreasing. The main water line serving the school was hit by an excavator on November 4th causing a shut down of water service to the school. The service was restored in less than 1.5 hours.*
- 2. Hazmat - A small amount of abandoned asbestos containing underground pipe was discovered and removal and remediation completed at a cost of less than \$3,500.*
- 3. Additional City Requirements - With the Building Permit in place this risk is decreased. There were some*

PROJECT STATUS REPORT

additional requirements.

4. *Post Completion Audit*
5. *Escalation With the contract in place this risk has been eliminated. Change order pricing for required changes will potentially be impacted by the rising costs. Efforts continue to minimize change orders.*

Additional major risks include:

- *Safety – construction vehicle access as well as construction site strategies to minimize danger to students and community. With classes underway the Site Superintendent and School Principal have been working together to ensure deliveries of materials do not impact arrivals and departures of students and to ensure parents are not providing drop off via car on Archer Street. A potential issue of ice build-up on Archer Street near the storm drain was identified by the School Principal and the General Contractor agreed to make changes to their water discharge to eliminate the risk.*
- *Neighbours concerns regarding construction disruption - To date there have been few complaints and no substantive concerns.*
- *Quality – ensuring competent contractor, design team, project manager The General Contractor and consultants have been responsive in a timely manner and providing quality service including detailed field reviews by consultants and the project manager.*
- *Timing of approvals – ensuring adequate time in the project schedule for approvals balanced with timely response While the approval to award the tender and receipt of permits from the City was slower than anticipated these milestones have been achieved. Change order responses are completed quickly to ensure the project schedule is not impacted.*
- *COVID-19 and impact on availability and timing for supply deliveries and availability of trades personnel The General Contractor is anticipating long lead time items and ordering/stock piling in advance as able. The General Contractor is working with subtrades and the design team to find alternate products as required.*
- *A Risk Management Plan for the project has been prepared and reviewed with the Steering Committee. The committee regularly review the risks and strategies in place to manage the risks.*
- *Distribution challenges to get materials due to impact from major roads being closed/damaged by extreme weather.*
- *Extreme weather events impacting ability to complete installation of exterior surfaces and landscaping*
- *Timing for consultants sign off and then City Occupancy inspection are constrained with efforts to reduce risk having been implemented. Need adequate notification time for parents regarding timing of the move.*

Issues

Significant issues or risks that should be brought to the attention of the Project Committee. These include issues being managed by the project team and issues which need to be escalated for Executive intervention.

- *Extreme weather, availability of materials, and increased cases of COVID impacting the availability of trades personnel have impacted project completion. The General Contractor has demonstrated creative and determined strategies to minimize this risk and advance the project.*



Installation of Stairway Railing nearing completion



Gym Floor Complete



Stairs Complete with Glass installed



Entrance Feature Wall Nearing Completion



Classroom Millwork with Sliding White Boards Installed



Collaborative Learning Space Millwork Completed

2022-2023 School Calendar

August 2022 1						
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February 2023 7						
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March 2023 8						
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April 2023 9						
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June 2023 11						
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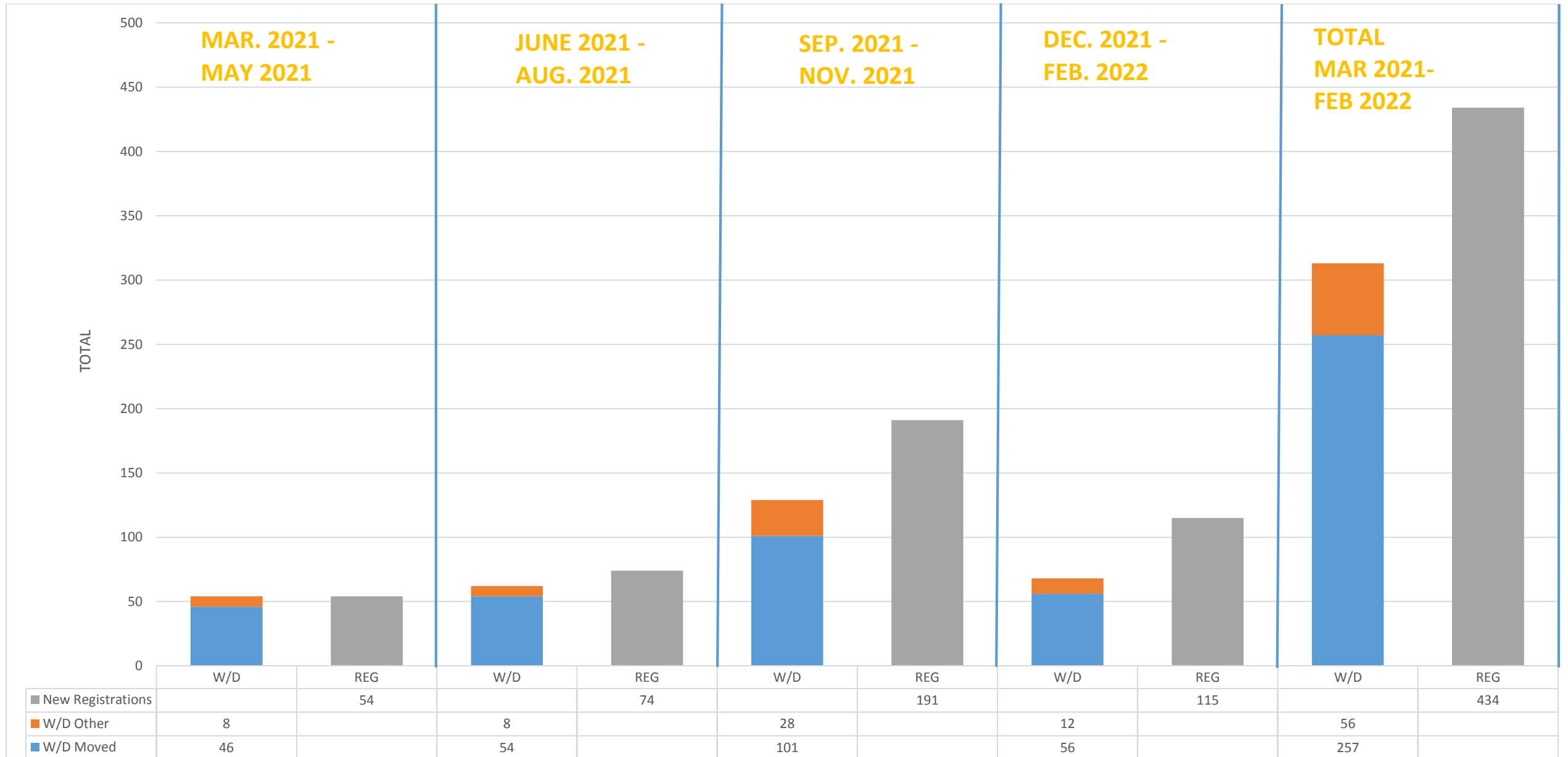
July 2023 12						
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2022-2023 School Calendar KEY	
■	Statutory Holiday
■	Opening Partial Day
■	Non-Instructional Day (NI Day)
■	Administrative Day
■	School Vacation
■	Days of Instruction
■	Summer Vacation

2022	
Tuesday, September 6	- Opening Partial Day
Friday, September 23	NI Day
Friday, September 30	National Day for Truth and Reconciliation
Monday, October 10	- Thanksgiving Day
Friday, October 21	- Provincial Pro-D Day
Tuesday, November 1	NI Day, Elementary and Middle Schools
Friday, November 11	- Remembrance Day
Friday, November 18	NI Day NWSS
December 19 – 30	- Winter Break

2023	
Tuesday, January 3	- Schools reopen
Monday, February 20	- Family Day
Tuesday, February 21	NI Day
March 13 - 24	- Spring Break
Monday, March 27	- Schools reopen
Friday, April 7	- Good Friday
Monday, April 10	- Easter Monday
Monday, April 24	NI Day
Friday, May 19	NI Day
Monday, May 22	- Victoria Day
Thursday, June 29	- Last day - students
Friday, June 30	- Administrative Day

STUDENT WITHDRAWAL AND NEW REGISTRATION REPORT FOR GRADES K TO 12





New
Westminster
Schools

**SCHOOL DISTRICT NO. 40 (NEW WESTMINSTER)
RECORD OF FEBRUARY 22, 2022 IN-CAMERA MEETING**

ADOPTION OF AGENDA – 6:00 PM

MINUTES FOR APPROVAL – 6:02 PM

REPORTS FROM SENIOR MANAGEMENT – Administration – 6:05 PM

NEW BUSINESS – 6:45 PM

ITEMS TO BE REPORTED OUT AT OPEN MEETING – 6:48 PM

NOTICE OF MEETINGS – 6:49 PM

ADJOURNMENT – 6:50 PM