



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

**Tuesday, November 8, 2022, 6:30 PM  
Via Zoom Link**

**PRESENT** Gurveen Dhaliwal, Chair  
Maya Russell, Vice-Chair  
Danielle Connelly, Committee Chair  
Dee Beattie, Trustee  
Cheryl Sluis, Trustee  
Elliott Slinn, Trustee  
Marc Andres, Trustee

Karim Hachlaf, Superintendent  
Bettina Ketcham, Secretary-Treasurer  
Maryam Naser, Associate Superintendent  
Robert Weston, Executive Director Human Resources  
Guests:  
Members of the Public  
DPAC Chair: Laura Kwong  
Dave Crowe, Director of Capital Projects  
Laura Goodman, Recording Secretary

***Committee Chair Connelly recognized and acknowledged 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 meeting was called to order at 6:30 pm.

**Moved and Seconded**

***THAT the agenda for the November 8, 2022, Operations Policy and Planning Committee meeting be adopted as distributed.***

**CARRIED UNANIMOUSLY**

**2. Comment and Questions from Visitors**

Members of the public shared their concerns regarding daycare relocations. Parents also voiced their concerns on the impact this recommendation may have on Programs of Choice, and French Immersion classes.

Questions and detailed discussion ensued.

**3. Reports from Senior Management**

- a. Capital Projects Update (Verbal) (D. Crowe)
  - i. NWSS Decommissioning Project
    - Director Capital Projects Crowe provided an update, and stated that

this project had slowed down due to the additional hazardous abatement that was required to be removed. They do not foresee any further interruptions due to investigative work. Removal and decommissioning of the Pearson Adult Portable located on the corner of 10<sup>th</sup> Ave. will be taking place over the next few weeks; this project is delayed about 4-6 weeks. Weekly stakeholders' meetings continue to be held on site to help minimize the current impact of construction congestion and parking issues.

ii. Queen Elizabeth Expansion Project

- Director of Capital Projects Crowe provided an update and stated that building on a flood plain site continues to be a challenge. The development permit application was submitted a few weeks ago, and the first round of discussions with the City has begun. The second meeting with the City will be tomorrow, Wednesday, November 9<sup>th</sup>. Our application will also drive the design review panel consultation process with the City which is a requirement of the development permit in the late November, early December time frame. We will maintain our late December, early January tendering schedule, and be able to get this out to the marketplace for tender.

iii. Skwo:wech Phase 2 Landscaping

- Director of Capital Projects Crowe shared that he had been requested to bring forward a landscaping plan to this OPPC meeting, and provided an 'early rendition' of the site map to the group.
- Director of Capital Projects Crowe also shared information on the fire lane access, playfield, and currently looking at the positioning of goal posts and line markings. Project is winding down; contractor scheduled to be finished by the end of November.
- Childcare facility on the third floor - working closely with The Purpose Society, finishing all the items that are required to move forward with licensing the thirty-seven daycare spaces. Phased in opening will take place in early December or January time frame.

Questions and discussion ensued.

b. Operations Update

i. Finance & Facilities Report (B. Ketcham)

- Lord Tweedsmuir School enhancement project to conclude by mid-November.
- Fraser River Middle School Portables – planning for short term capacity is underway, and portable site prepping will commence in November.
- QayQayt classroom conversion – Building permit will be submitted to the City building department by late November. Demolition and construction for the two classrooms will start March 2023, and be completed and ready for usage by September 2023.

- ii. Estimated Operating Grant Relocations (B. Ketcham)
  - September Enrolment Count – the 1701 enrolment process has been completed. An increase over our projections for standard enrolment which leads to a funding increase for the district of 1.2 million dollars.
  - Supplement for unique student needs: There has been a decrease in the amount of funding anticipated. Up overall, when it comes to students with diverse needs from prior year – last year 388 students with diverse needs, this year 396. The decrease represents a decrease from the projected amounts submitted in the spring.
  - Summer school learning has an increase from our estimated amount in the spring – due to a new elementary K-5 summer program this year.
  - Between the July and September 1701 Enrolment estimates we are anticipating a funding lift to our overall budget of \$900K; however, with this additional enrolment we will have to account for additional expenses.
  - Portables are funded out of operational dollars, not capital dollars. The need to examine our operating budget during budget season to ensure that we portion out some of this increase towards costs that we need to support due to growing enrolment.
  
- c. Human Resources & Staff Update (Verbal) (R. Weston)
  - i. Executive Director, Human Resources Weston shared highlights on recruitment and absenteeism.
    - Absenteeism rate has increased for both teachers and E.A.s, and it continues to be a challenge to find replacements. November has seen an increase in absence due to the flu season.
    - Recruitment: speciality teacher positions - finding replacements for French Immersion, English Support, and English language continues to be a challenge. E.A. positions to work in education has not been a challenge as we have received ninety-two applications for these positions.
    - NWTU: The NWTU local bargaining concluded. Once the tentative agreement between BCPSEA and BCTF is ratified; this Collective Agreement with teachers will be resolved for the next 3 years.
    - CUPE 409: Collective bargaining has begun with meetings being regularly scheduled over the next 4 weeks. The goal is to have the Collective Agreement completed before the winter break, and/or by the third week in January. Once both labour agreements are resolved and settled, we will have labour stability for the next 3 years.
  
- d. Short Term Capacity Review Childcare Update (B. Ketchum)
  - i. Secretary-Treasurer Ketcham provided a comprehensive updated report which contained data taken from the OPPC meeting held on October 4, 2022, and the Regular Open Board meeting held on October 25, 2022, to provide a complete set of analysis for the Public and for the Board. Within the report she had answered questions that were raised by several parents that had questions in respect to the analysis and the decision-making process.

- Growth in the 22-23 school year of 347 FTE or 5.13%, capacity utilization of 110%. This is in comparison to a growth anticipated of 200 FTE an increase by 147 students that we did not anticipate.
- Unique to our District is that we have a shortage of land space of thirty-one acres which makes it challenging to grow with permanent and/or temporary strategies.
- The District anticipates that the business case stage of approvals to completion of construction of proposed Fraser River Elementary School will take 5 years.
- The Board's guiding principles used for Short-Term Capacity review are consistent with the School Act where educational activities must be placed in priority over childcare in using school board owned property.
- The Board is deeply committed to childcare as they have made every effort to preserve the number of spaces possible in respect of infant toddler programming. Two applications have been approved by the Ministry of Education and Child Care for the relocation of childcare spaces.
- The applications propose the relocation of the QayQayt and FRMS Child Care to F.W. Howay, and Lord Tweedsmuir Elementary. Successful in achieving funding of \$2.8 million dollars in respect of creation of these spaces which comes with a 15-year commitment.
- By utilizing a District owned site we are committed to ensuring that there will be no disruption of service created through the relocation. We are working on a seamless transition where we relocate childcare only after a new facility is completed, licensed and ready to accept children.
- Secretary-Treasurer Ketcham provided an overview of timelines for childcare relocation and renovation of spaces to classrooms in time for the September 2024 school year.
- Conclusion: Staff recommend that childcare be relocated. The District continues to show our commitment to childcare (i.e., no loss of deficits) while creating two hundred seat capacity in a fiscally responsible way that does not burden operational funding.
- While the Board is committed to assisting Purpose Society find a more central location, it is critical that the Board make a decision by December 2022 in order to allow for a seamless transition of childcare families from one centre to another and to create classrooms in time for September 2024.

Several Trustees acknowledged Secretary-Treasurer Ketcham's work on this project.

#### **Moved and Seconded**

***That that Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) to provide notice to Purpose Society that existing childcare spaces within QayQayt and Fraser River Middle School be needed by March 2024.***

***Carried Unanimously***

**Moved and Seconded**

***AND THAT staff continue to work with community partners to assist Purpose Society in identifying alternate downtown/central locations up to December 2022 in parallel with planning for a District-owned site to be utilized in the event no other options are identified.***

***Carried Unanimously***

*Questions from the Public and detailed discussion ensued.*

- e. Programs of Choice, Scope & Consultation Plan (M. Naser)
  - i. Programs of Choice Review PowerPoint Presentation  
Associate Superintendent Naser provided an overview.
    - Programs for Review: French Immersion (EFI, LFI Secondary), Montessori, and Home Learners Program. Areas of Focus: Alignment with Curriculum, District values and the Board of Education's Strategic Plan to meet the interests and needs of students. To focus our efforts with our educational programming within the Programs of Choice.
    - Data Collection: Student Outcomes, Administrative Procedures, Inclusive Practices, Waitlists, Staff Recruitment and Retention, Community Experience.
    - Consultation Plan: Focus Groups will be held with parents, students, and staff. On-Line Surveys will go out to members of the community, with general feedback given via our District website.
    - The three guiding questions that will be put forth in all domains are: What is working well? What challenges and obstacles do you face? What are the opportunities for improvement?
    - Timeline: a draft report will be submitted at the EPPC meeting on April 11, 2023; with a final draft report with recommendations being presented at the April 25, 2023, Board of Education meeting.
    - Next Steps: to establish a working group, engage a consultant to run our focus group, and to offer the final report of this Programs of Choice review which will be inclusive of recommendations and any specifics that are related to budget.

Questions and discussion followed.

4. **General Announcements**

- a. National Aboriginal Veteran's Day - Tuesday, November 8, 2022.
- b. Remembrance Day - Friday, November 11, 2022.

5. **New Business**

a. B.C. Electoral Boundary Commission (M. Russell)

- Vice-Chair Russell provided a summary of her report. She stated that electoral boundaries are reviewed after every second provincial election; and that a review had begun approximately 1 year ago. The preliminary report was released on October 3, 2022.
- The preliminary report as it relates to our District proposes a change to our provincial boundaries which would result in significant changes to our current electoral boundaries.
- Vice-Chair Russell also outlined the impact on New Westminister’s schools and catchments. Concern, that our District will have to navigate 5 MLAs instead of two. Vice-Chair Russell stated that she would prefer for our District to be less fragmented in representation.

**Moved and Seconded**

***That that Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminister) to send a letter to the Electoral Boundaries Commission highlighting the concerns of their proposed changes as tabled in their Preliminary Report Dated October 3, 2022.***

**CARRIED UNANIMOUSLY**

6. **Old Business**

Nil.

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

Questions by the public were addressed.

8. **ADJOURNMENT**

The meeting adjourned at 8:39 pm.

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Chair

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Secretary-Treasurer