

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

**Tuesday, December 13, 2022, 7:00 PM  
Via Zoom Link**

**PRESENT**

Gurveen Dhaliwal, Chair	Karim Hachlaf, Superintendent
Maya Russell, Vice-Chair	Maryam Naser, Assistant Superintendent
Dee Beattie, Trustee	Bettina Ketcham, Secretary-Treasurer
Danielle Connelly, Trustee	Robert Weston, Executive Director Human Resources
Elliott Slinn, Trustee	Dave Crowe, Director Capital Projects
Cheryl Sluis, Trustee	Guests
Marc Andres, Trustee	Members of the Public
	DPAC: Laura Kwong, Chair
	NWTU: Kristie Oxley, President
	Laura Goodman, Recording Secretary

*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.

**2022-083**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the December 13, 2022, Regular School Board meeting.***

**CARRIED UNANIMOUSLY**

**2. APPROVAL OF THE MINUTES**

a. Minutes from the Open Meetings held:

i. November 22, 2022, Regular Meeting Minutes.

**2022-084**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for November 22, 2022, Regular School Board meeting.***

**CARRIED UNANIMOUSLY**

b. Business Arising from the Minutes

Nil.

**3. PRESENTATIONS**

Nil.

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

Chair Dhaliwal read the following statement: The question and comment period provides an opportunity for respectful engagement with the Board. The use of inappropriate use of language to members of the Board, staff or other attendees and any conduct which disrupts a Board meeting will result in removal from the meeting. The Board requests that participants turn on their video, and state their full name and their connection with the school district prior to stating their comments and/or questions. The Board of Education may not typically respond to questions and comments and direct questions to staff.

Chair Dhaliwal clarified that there are *two comment and question periods* within our Board agenda.

- The first offers an opportunity to the public to provide comments on items directly related to the agenda; maximum time allotted is 5 minutes.
- The second allows members of the public to pose questions on items that are *not* on the agenda; maximum time allotted is 2 minutes.
- A second comment and question period at the end of our meeting, provides an opportunity for clarification concerning the meetings proceedings.

DPAC: Laura Kwong provided highlights:

- December DPAC meeting was not held; next meeting scheduled for January 19, 2023, at 7 pm. An in-person Q&A is scheduled to be held at this meeting, and DPAC has sent an invitation to the new Ministry of Education Minister, the Honourable Rachna Singh.
- Annual Survey to parents and caregivers closed on November 25<sup>th</sup> with over 500 responses being compiled and reviewed. A summary of the results was shared with the Board of Education, and Superintendent Hachlaf. Survey results reveal that student mental health, safe transportation and walking routes are primary concerns for the parents and caregivers of our District.
- DPAC would like to add their endorsement to the following two letters:
  - Letter sent to the NWTU regarding their request for security cameras at NWSS; and the letter sent from the NWCW to the Board of Education re: an ask for collaboration with the City of NW Parks and Recreation Department to use school facilities for enhanced community school programs.
- DPAC supports the CUPE BC campaign for the provincial school age care program funding for the districts expansion of school age care pilot projects, and new policy for school aged care.

NWTU: Kristie Oxley

- Kristie met with Superintendent Hachlaf, Principal McLeod, and CUPE president Dave Bollen, and other stakeholders regarding their letter re: cameras at NWSS. Discussions will continue in the new year.
- The priority TTOC program has been beneficial, and the union would like to have conversations around expanding this program

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

Members of the public voiced concerns regarding discussions by the Board of Education regarding the Purpose Society relocation and the Motion put forth by Trustee Beattie to the Board of Education to move from virtual to in-person meetings. *Please refer to the meeting video for full comments.*

## **5. CORRESPONDENCE**

Chair Dhaliwal acknowledged the following letters that were sent to the SD 40 Board of Education.

- a. Proposal for a school annex and childcare.
- b. Kindra Stowe letter re: daycare closures.
- c. NWTU letter re: safety at NWSS and response.
- d. CUPE letter re: Help BC create thousands of school-age childcare spaces.
- e. New Westminster Council of Women re: letter community school programs.

Item: 5. (a) Chair Dhaliwal clarified that the proposal for a school annex and childcare was sent to SD40 Board of Education by Allison Clavelle and Laura Kwong as two parents, and not by DPAC as originally stated in tonight's agenda.

Trustee Connelly put forth a recommendation to endorse the CUPE initiative  
Item: 5. (d)

**2022-085**

**Moved and Seconded**

**THAT the Board of Education of School District No. 40 (New Westminster) write a letter supporting the CUPE BC Public Child Care Campaign that endorses the following requests:**

- **Ensuring the 2023 budget includes substantial funding for publicly delivered school-aged childcare by school districts.**
- **Supporting and funding each school district to hire a “Childcare Program Coordinator.”**
- **Creating new, and expanding existing, pilot projects for publicly delivered before- and after-school care in every school district in the 2023/24 year.**

**AND THAT the letter be sent to the Minister of Finance, the Minister of Education and Child Care, as well as to MLA Whiteside, MLA Aman Singh, and CC to CUPE BC President Karen Ranalletta.**

***CARRIED UNANIMOUSLY***

Chair Dhaliwal spoke to the New Westminster Council of Women re: letter community school programs - Item: 5. (e) and stated that after school programming is a commitment by the Board, and thanked the great work of our community partnerships and programming.

**6. BOARD COMMITTEE REPORTS**

Nil.

**7. REPORTS FROM SENIOR MANAGEMENT**

- a. Superintendent Hachlaf provided an update on the following activities.
- Hachlaf expressed his gratitude to the school communities, students, and staff for all their hard work in organizing and holding events such as the school winter celebrations he attended at Skwo:wech and Lord Kelvin Elementary Schools.
  - Discover New Westminster Schools event will be held in the NWSS gymnasium on January 10, 2023. Parents will have the opportunity to engage in course programming, and to learn about the diverse programs in our school district.
  - December Learning Opportunities.
  - Consent Education: Former Minister Jennifer Whiteside sent communication to all Boards and Superintendents in the province in the form of 2 health guides.
    1. Supporting Student Health Guide (Secondary 2022)
    2. Supporting Student Health Guide (Elementary 2022)The guides that have been released contain a variety of topics from consent education, bullying, and mental health to name a few.
  - Vancouver Sun Children’s Fund has been a long-standing provider of our school nourishment program, and they donated \$140,000 this year.
  - NWSS Update: Principal McLeod engaged with his staff, students, and PAC to review alternate types of online safe reporting systems; to investigate vape detectors; to provide education behind vaping; to investigate staffing and the requirements around supervision and the training provided; to create student private conversation areas, and the request for the additional use of cameras. Hachlaf confirmed that PAC did endorse the use of additional cameras at NWSS which aligns with our privacy and FIPPA requirements.
- i. School Calendars
- Associate Superintendent Naser provided the Board with preliminary information related to the Draft District Calendar for the 2023-2024 school year. The Calendar will be posted to our website for public consultation and community feedback for one month beginning January 4, 2023. Information will be brought forward and shared at the Educations Policy & Planning Committee meeting to be held on February 7<sup>th</sup>. Final Board approval of the Calendar will be held at our Open Board meeting on February 21<sup>st</sup>, with final submission of all school district calendars to the Ministry of Education prior to March 30, 2023.
- ii. School Learning Plans
- Associate Superintendent Naser provided an overview and examples of the School Learning Process that occurs across all our districts schools. This is part of the framework for enhancing the student learning process for the Ministry of Education in which schools develop annual plans for improvement to achieve particular goals. Themes focus on social and emotional learning, connection & community, literacy, identity, and outdoor learning. Parents will have the

opportunity to feel connected to their children’s learning by discussing the learning process with their teachers, and how their children are progressing in school. SLP’s are located on a school’s website under the ‘About Us’ tab under ‘Learner Success.’

- b. Short Term Capacity Review Update – Child Care (B. Ketcham)
- Secretary-Treasurer stated that since October 2022, she had participated in several meetings with the City, Purpose Society, and her team to explore and identify a more central downtown location as requested by the community members. No solutions were identified based on funding, timeline or practicality considerations.
  - A statement was received by Purpose Society which acknowledges that they would like to take the district up on both relocations to both Lord Tweedsmuir and F.W. Howay Elementary in respect to moving ‘Ready Set Grow,’ and the QayQayt Children’s Centre to these sites. Ketcham reiterated the timeline would be for March 2024 to allow the district time to convert these spaces once a seamless transition has been accomplished; then begin renovations of spaces to classroom use for September 2024.

**2022-086**

**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the relocation of the Ready Set Grow Children’s Centre (located at FRMS) to the grounds of Lord Tweedsmuir Elementary School and relocation of QayQayt Children’s Centre to the grounds of F.W. Howay Elementary School.***

***AND THAT the New Spaces Funding for Lord Tweedsmuir Elementary and FW Howay be accepted and approved.***

**CARRIED UNANIMOUSLY**

*Trustees were given the opportunity to ask questions and discussions ensued.*

Secretary-Treasurer clarified that once the Board makes its decision surrounding accepting this new spaces funding that it is tied to a particular agreement, and this agreement does stipulate for the relocations to these sites. Once this agreement is signed this new spaces funding and relocations will move ahead as planned. It does not preclude staff from still providing assistance where we can find solutions that are community oriented and in the downtown location; whether it is with Purpose Society, the City or any other stakeholder that may bring ideas to the table on how we can all support child care in New Westminster.

Chair Dhaliwal acknowledged and thanked the Board, Staff, and partners in their work and support in the ability to relocate child care as opposed to removing it; positive in that we were able to deliver a no-net loss of child care for New West families.

c. Student Family and Affordability Fund Update (B. Ketcham)

- Secretary-Treasurer Ketcham stated that in August 2022, the Province made the announcement for \$60 million dollars to be spread across all school districts to assist families with challenges of inflation. The NW School District received \$697K in total, and reported out on a very aggressive plan to ensure that this funding was distributed to families quickly. The funding delivered will aide families in the reduction in school supplies, no cost field trips, and funding for school wide presentations. A significant portion of allocation will go to the subsidized lunch fuel up program, and the newly implemented breakfast and snack program. To support our most vulnerable families \$150K was allocated to local customized sports. A significant order for gift cards will be put through in December to support families around this Christmas season. The option to provide concession cards / transit passes will be left to the discretion of each school principal.

d. Budget to Actual Financial Results (B. Ketcham)

- Secretary-Treasurer Ketcham provided a snapshot of our revenues (e.g., budget to actuals), and trends for the month ending November 30, 2022.
- Budget looks healthy with 67% remaining and 7 months of the school year left.
- Highlight: budget recalibration may be required due to salary trends, and employee benefits re: higher absences due to cold and flu season. An amended budget will be presented in February 2023.

e. Non-Replacement Data Update – October to November 2022 (R. Weston)

Executive Director, Human Resources, Robert Weston provided a Staffing update for the period of October 3<sup>rd</sup> to November 30<sup>th</sup>, 2022.

- Teachers: October - an absence rate of 5%, unable to fill 30% with TTOC's. These positions were covered with non-enrolling and administrative staff. November - an absence rate of 7%, unable to fill 46% of these positions.
- EAs: October - an absence rate of 9%, unable to fill 16% of these positions. November - absence rate of 11%, unable to fill 33% of these positions.
- Weston thanked the NWTU president in commenting on how the priority TTOC program has been helping the current absence rate, and for the suggestion to possibly expand this program. He also stated that his team continues to investigate and support initiatives to ensure we have TTOCs and casual EAs to support absenteeism and will report back in the spring.

The opportunity for questions arose, discussion ensued.

**8. NEW BUSINESS**

a. Coalition for healthy school foods workshop.

Trustee Connelly attended a meeting which was hosted by the Coalition for Healthy School Food on December 2, 2022. The meeting was called regarding a questionnaire that was distributed by the Federal government on the creation of the Canadian universal school food program, as many individuals were struggling with

the questionnaire itself. It is recommended that the Board follow-up with a letter as per the instructions stated at the end of the questionnaire. The letter is to be submitted by December 16, 2022.

**2022-087**  
**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) appoint Trustee Connelly to complete the Pan-Canadian School Food Online Consultation Questionnaire on behalf of the New Westminster School Board following the Guiding Principles created by the Coalition for Healthy School Food, of which SD40 is an endorser, and;***

***THAT the Board of Education of School District No. 40 (New Westminster) write a letter to Employment and Social Development Canada sharing additional feedback and comments regarding the questionnaire by December 16, 2022.***

**CARRIED UNANIMOUSLY**

- b. Board and Committee Meeting Format: Move all meetings to in-person.

Trustee Dee Beattie put forth the following two recommendations to the Board to move all meetings to in-person to: 1. Facilitate better communication and understanding between the Board, presenters, and members of the public; 2. Reports presented to the Board for discussion during in-person meetings creates better conversations and rapport; 3. In-person meetings builds transparency and trust with the public. Trustee Beattie also requested that the Boardroom be set up properly to stream each meeting live via YouTube.

**2022-088**  
**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) move Operations Policy and Planning Committee to in-person for all meetings starting February 2023.***

*Trustees had the opportunity to ask questions, and significant discussion ensued.*

*Chair Dhaliwal put forth the recommendation to amend the motion to include livestream broadcast and that the meeting start at 6pm.*

**2022-089**  
**Motion Amended**

***THAT the Board of Education of School District No. 40 (New Westminster) move Operations Policy and Planning Committee to in-person for all meetings starting February 2023 including a livestream broadcast or virtual platform with an opportunity for members of the public to participate remotely and that the meeting start at 6 pm.***

**2022-090**  
**Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) extend the meeting to 10:30pm***

***CARRIED UNANIMOUSLY***

**2022-091**  
**THAT the Board of Education of School District No. 40 (New Westminster) move Board meetings to in-person for all meetings starting January 2023.**

**2022-092**  
**Moved and Seconded**  
**Motion to Table**

***THAT the Board of Education of School District No. 40 (New Westminster) Table Motion 2022-088 and 2022-091 to the January 2023 Board meeting to allow staff time to present clear options.***

***TABLED***  
***CARRIED UNANIMOUSLY***

**9. TRUSTEE REPORTS**

- a. Trustees provided highlights of the events they attended in December.

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

Chair Dhaliwal stated that the purpose of this question period is to obtain clarification concerning the meetings proceedings.

Questions to the Chair on matters that arose during the meeting centered around the following:

- Allegations that siblings had been split up between school sites due to capacity issues.
- Vice-principles continue to cover multiple classes due to the district's inability to replace absences.

**11. NOTICE OF MEETINGS**

January 31, 2023 – School Board Meeting at 7:00 pm – Online

February 7, 2023 – Education Committee at 3:30 pm – In Person

February 7, 2023 – Operations Committee Meeting at 6:30 pm – Online

February 21, 2023 – School Board Meeting – 7:00 pm - Online



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

- a. Record of the December 13, 2022, In-Camera Board Meeting.

**13. ADJOURNMENT**

The meeting adjourned at 10:06 pm.

---

Chair

---

Secretary-Treasurer