

AGENDA OF THE REGULAR OPEN MEETING  
OF THE NEW WESTMINSTER BOARD OF EDUCATION

Tuesday, May 23, 2023

7:00 pm

School Board Office (In-Person & Via Zoom Link)

811 Ontario Street, New Westminster

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><b>Recommendation:</b>  <b>THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the May 23, 2023 Regular School Board meeting.</b></p>		
2.	<u>APPROVAL OF THE MINUTES</u>	7:00 PM
a.	Minutes from the Open Meetings held:	
	April 25, 2023 Regular Meeting	4
<p><b>Recommendation:</b>  <b>That the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the April 25, 2023 Regular School Board meeting.</b></p>		
	May 2, 2023 Special Open Board Meeting	12
<p><b>Recommendation:</b>  <b>That the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the May 2, 2023 Special Open School Board meeting.</b></p>		
b.	Business Arising from the Minutes	
3.	<u>PRESENTATIONS</u>	

a.	May Day Youth Committee Delegation (S. Rains)	7:05 PM	
4.	<b><u>COMMENT &amp; QUESTION PERIOD FROM VISITORS</u></b> DPAC / CUPE / NWTU	7:15 PM	
5.	<b><u>CORRESPONDENCE</u></b>	7:25 PM	
6.	<b><u>BOARD COMMITTEE REPORTS</u></b>	7:30 PM	
a.	Education Policy & Planning Committee, Tuesday, May 2, 2023.		
	i. Comments from the Committee Chair, Trustee Andres		
	ii. Approval of the Tuesday, May 2, 2023 Education Policy and Planning Committee Minutes		14
	<p><b>Recommendation:</b>  <b>THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the May 2, 2023 Education Policy &amp; Planning Committee meeting.</b></p>		
b.	Operations Policy & Planning Committee, Tuesday, May 2, 2023.	7:35 PM	
	i. Comments from the Committee Chair, Trustee Russell		
	ii. Approval of the Tuesday, May 2, 2023 Operations Policy and Planning Committee Minutes		19
	<p><b>Recommendation:</b>  <b>THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for the May 2, 2023 Operations Policy &amp; Planning Committee meeting.</b></p>		
7.	<b><u>REPORTS FROM SENIOR MANAGEMENT</u></b>		
a.	Superintendent Update (Verbal) (K. Hachlaf)	7:40 PM	23
b.	2023-24 Budget Update (Verbal) (B. Ketcham)	7:50 PM	
	<p><b>Recommendation:</b>  <b>THAT the Board of Education of School District No. 40 (New Westminster) Postpone 3<sup>rd</sup> and final reading of the 2023-24 budget bylaw to no later than June 20, 2023 to allow further funding information from the Ministry to be announced and budget updated accordingly.</b></p>		

8. NEW BUSINESS

9. TRUSTEE REPORTS 8:00 PM

10. QUESTION PERIOD (15 Minutes) 8:10 PM

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

11. NOTICE OF MEETINGS 8:25 PM

- Tuesday, June 6, 2023: Education Policy & Planning Committee, 3:30 pm - TBD
- Tuesday, June 6, 2023: Operations Policy & Planning Committee, 6:30 pm - Hybrid (SBO & Zoom Link)
- Tuesday, June 20, 2023: School Board Meeting, 7:00 pm - Hybrid (SBO & Zoom Link)

Reminder

- Asian Heritage Month - May
- BC Child Care Month - May
- International Day Against Homophobia, Transphobia, and Biphobia - May 17, 2023
- National Indigenous History Month - June
- Pride Month - June
- Annual Retirement Dinner, Tuesday, June 13, 2023 at 5:30 pm New Westminster Quay
- National Indigenous People's Day - June 21, 2023

12. REPORTING OUT FROM IN-CAMERA BOARD MEETING 8:30 PM

- a. Record of the April 25, 2023 In-Camera Meeting

13. ADJOURNMENT 8:30 PM

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

**Tuesday, April 25, 2023, 7:00 PM  
Via Zoom Link**

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

                 Karim Hachlaf, Superintendent  
                  Maryam Naser, Associate Superintendent  
                  Bettina Ketcham, Secretary-Treasurer  
                  Robert Weston, Executive Director Human Resources  
                  Amy Grey, Assistant Secretary-Treasurer  
                  Dave Crowe, Director Capital Projects

                 Members of the Public  
                  DPAC: Laura Kwong, Chair  
                  CUPE: Dave Bollen, President  
                  NWTU: Kristie Oxley, President  
                  Laura Goodman, Recording Secretary

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**1. ADOPTION OF THE AGENDA**

The Chair called the meeting to order at 7:00 pm.

**2023-027  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the April 25, 2023, Regular School Board meeting.***

**CARRIED UNANIMOUSLY**

**2. APPROVAL OF THE MINUTES**

a. Minutes from the Open Meetings held:

i. March 7, 2023, Regular Meeting Minutes.

**2023-028  
Moved and Seconded**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for March 7, 2023, Regular School Board meeting.***

**CARRIED UNANIMOUSLY**

b. Business Arising from the Minutes

*Nil.*

### 3. **PRESENTATIONS**

- a. Sarah Weathered & Erica Bigland (CUPE 409) – National Day of Mourning.

On behalf of the New Westminster District Labour Council, Sarah and Erica read a statement in commemoration of the National Day of Mourning. For the full statement, please refer to meeting [video](#) at [7:02 pm]

- b. 2023-2024 Preliminary Budget Stakeholder Presentations.  
To view the presentations please refer to the meeting [video](#) at [7:10 pm].

- i. Laura Kwong, Chair - District Parent Advisor Council (DPAC).

DPAC priority areas were identified via survey feedback from parents and caregivers. A request for funding initiatives and support was noted for areas that had alignment with Board strategic priorities.

- ii. Canadian Union of Public Employees (CUPE).

Dave Bollen, President CUPE 409 shared the Local's priorities.

- iii. New Westminster Teachers Union (NWTU).

Kristie Oxley, NWTU President highlighted the results that were delivered to their members and identified NWTU priorities.

- iv. Indigenous Advisory Committee, Connie Swan, District Vice-Principal Indigenous Education.

Chair Dhaliwal acknowledged the submission of the Indigenous Education Department Budget priorities for 2023-24 in Connie's absence. To review this submission please refer to pages 23-28 of this evening's *Agenda*.

- v. Principal Ken Millard, Lord Kelvin, spoke on behalf of the NWPVPs and requested the funding initiatives and support for NWPVP priorities.

- vi. Student Voice - Stacy Brine

Secretary-Treasurer, Bettina Ketcham shared the Student Voice budget priorities for 2023-24 in Stacy's absence. Highlights of the feedback was received from the Student Symposium held on March 23, 2023.

Chair Dhaliwal thanked the stakeholder groups for joining tonight's Board meeting, and for their participation in the budget consultations that were held last week. They look forward to considering all the options presented. The Superintendent recommendations will be shared at the next OPPC held on Tuesday, May 2, 2023. *The 3<sup>rd</sup> and final recommendation to pass the Budget will be presented at our next Open Board on May 23, 2023.*

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

- DPAC Chair Laura Kwong highlighted the priorities she initially spoke to under the 2023-24 preliminary budget stakeholder presentation, and questions still outstanding regarding increased FTE hours for EAs and custodians, increased access to mental health and wellness for students, student safety including full frosting on all windows at NWSS, follow-up and consequences for assault, harassment and violent behaviour that is happening in our schools, and safe & reliable transportation options for students.
- Policy #7 - 11.1.2 - a request for clarification re: proposed changes.
- New West Schools website - a request to the Communications staff to update the site by the removal of the PNO group as it no longer exists.
- BC DPAC AGM will be held from May 6<sup>th</sup> to 8<sup>th</sup>.

Chair Dhaliwal spoke to DPACs request re: clarification to Policy #7 - 11.1.2. The change to Policy #7 was proposed by Superintendent Hachlaf as the change is consistent with a number of other school districts and general public organizations, including municipalities. Incoming correspondence is not necessarily publicized if it does not relate to the agenda. *The purpose of correspondence is to reach the Board, and the Board does receive and acknowledge all correspondence.*

CUPE 409 President Dave Bollen shared the Local 409 priorities. Currently preparing for the Annual CUPE BC Convention where they will lobby the government for changes to certain policies such as lift time, more time for EAs, trade market adjustments, violence in the workplace, and the right to refuse unsafe work.

NWTU: Kristie Oxley, President NWTU echoes and supports the priority brought forward by DPAC and Student Voice which is the importance of having the frosted glass installed at NWSS to provide student and staff with a feeling of safety, and eliminate the need to display blinds in the unfortunate case of a lockdown.

- Programs of Choice Review: the focus groups are moving ahead soon, and Associate Superintendent Naser has emailed the dates to all required groups. Kristie stated that she has contacted NWTU members, and they are looking forward for the opportunity to have smaller groups give 'their voice' for this review.

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 proposed changes to Board Operations Policy #7; the comment & question period time limit; 2023-24 budget and online survey; for SD40 to make more of an effort towards climate change; for the time limits to speak for DPAC, CUPE, and NWTU be increased from 3 minutes to 5 minutes. Please refer to the meeting [video](#) for full comments at [7:50 pm]

#### 5. **CORRESPONDENCE**

- a. Chair Dhaliwal noted that she appreciates being able to allow for public participation virtually as well, and believes that SD40 Schoolboard is the only Board currently running Hybrid meetings to support public participation, and keeping to comment / question periods. They do a stellar job at keeping tabs with our public and our community, and we bring this to the decisions that we make. Thank you to the Board and to the Superintendent for the suggestions that he has offered.

**6. BOARD COMMITTEE REPORTS**

- a. Education Policy & Planning Committee, April 11, 2023.

- i. Comments from the Committee Chair, Trustee Andres.

Trustee Andres provided highlights, and thanked the students of the three middle schools for their leadership which makes their schools better, and a more inclusive and welcoming space with their admin and teachers.

- ii. Approval of the April 11, 2023 Education Policy and Planning Committee Minutes.

**Moved and Seconded  
2023-029**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the April 11, 2023, Education Policy & Planning Meeting.***

**CARRIED UNANIMOUSLY**

- b. Operations Policy & Planning Committee, April 11, 2023.

- i. Comments from the Committee Chair, Trustee Russell.

- ii. Approval of the April 11, 2023 Operations Policy and Planning Committee Minutes.

**Moved and Seconded  
2023-030**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes from the April 11, 2023, Operations Policy & Planning Meeting.***

**CARRIED UNANIMOUSLY**

- iii. Board and Committee Meeting Calendar (B. Ketcham).

Secretary-Treasurer, Bettina Ketcham presented the Board and Committee Meeting calendar for September 2023 to June 2024. *Questions and discussion ensued.*

**Moved and Seconded  
2023-031**

***THAT the Board of Education of School District No. 40 (New Westminster) approve the Board and Committee Meeting Calendar 2023-2024 as presented.***

**CARRIED UNANIMOUSLY**

iv. Policy 7 Board Operations (Chair Dhaliwal).

Superintendent Hachlaf provided a brief update regarding Policy 7 Board Operations.

Questions and discussion ensued.

**Moved and Seconded  
2023-032**

***THAT the Board of Education of School District No. 40 (New Westminster) adopt the proposed revisions and updates to Policy 7 Board Operations as presented.***

**CARRIED UNANIMOUSLY**

**7. REPORTS FROM SENIOR MANAGEMENT**

- a. Trevor Gee, Program Manager presented on the International Education Annual Report for April 2023. Highlights: 2022-2023 began with the largest intake of students in the 36-year history of the international program; the launch of their new logo and brochure is available in nine languages; 2022-23 saw a return to the countries whose students make up the majority of their one year and graduating students. They continue to actively market their programs in other countries, and this year they had the opportunity to visit Italy, China, Vietnam, Korea, Japan and Thailand. *To review the full presentation, refer to the meeting [video](#) at 8:27 pm.* Questions and discussion ensued.
- b. 2023-24 Budget Consultation & Survey Results (B. Ketcham)
- Secretary-Treasurer Ketcham reviewed the graph results of the 963 responses received for the 2023-2024 Budget Survey. The survey was guided from the 2019-2024 strategic plan. The survey was open for two weeks and closed on April 25<sup>th</sup> which revealed that 83% support the overall direction of the District.
- b. Capital Plan Response Bylaw: Secretary-Treasurer Ketcham stated that unanimous consent is required for all three readings for the Capital Bylaw to be approved.

**Moved and Seconded  
2023-033**

***THAT the Board of Education of School District No. 40 (New Westminster) complete all three readings of Capital Bylaw No. 2023/24 - CPSD40-01.***

**CARRIED UNANIMOUSLY**

**Moved and Seconded  
2023-034**

***THAT the Board of Education of School District No. 40 (New Westminster) approve first and second reading of Capital Bylaw No. 2023/24 - CPSD40-01.***

**CARRIED UNANIMOUSLY**



**Moved and Seconded  
2023-035**

***THAT the Board of Education of School District No. 40 (New Westminster) approve third reading, reconsideration and final adoption of Capital Bylaw No. 2023/24 - CPSD40-01.***

**CARRIED UNANIMOUSLY**

d. Superintendent Update (K. Hachlaf)

Superintendent Hachlaf provided an update on the following activities:

- District Professional Day (April 25<sup>th</sup>): celebrated at NWSS Grand Commons with a Welcome and Land Acknowledgement with Chief Rhonda Larrabee and Connie Swan, prayer and drumming with Glen Williams, opening remarks with Superintendent Hachlaf, two Keynote speakers: Dr. Gwen Point; and the Honourable Steven Point; and a fashion show.
- Anti-Racism: Resource Guide & Training - Hachlaf stated that this topic will become a standing item within his Superintendent updates. Online modules will be released shortly, and a 'Resource Guide to Racial Justice with a 'human rights-based approach' will also become available. Their Principals and Vice-Principals have also participated in administrative training on this topic.
- Racial Equity Summit for Black Youth: Ken Headley, and Beth Applewhite cohosted this event at Byrne Creek Secondary School on Thursday, March 30<sup>th</sup>.
- Ministry Peer Review: In 2022, the District was selected to be part of the external peer review team. They are impressed on how the District analyses their data and how they are using this data to inform their practice, consult with their community, and how this drives their budget process. The Ministry has asked SD40 to present & be a role model to other districts at the May session.
- Douglas College Success Report: celebrating our students and their success at other academic environments. Academic success with 69 students on the honour roll, 22 students on the Dean's list, 56 students applied for graduation, and NWSS received scholarships and awards totalling: \$75K.

i. Communication Survey Results (K. Keighley-Wight)

- Communications Manager Keighley-Wight provided a brief overview of the survey results. The goal of the survey was to assess the tools and the content that the District currently uses to communicate with parents and families within the community (e.g., what is working and what isn't). *Consensus*: Parents prefer clear and concise mobile friendly correspondence. *Next steps*: to slowly improve the tools we have in place.

**8. NEW BUSINESS**

a. Policy 8 Board Operations (K. Hachlaf)

Superintendent Hachlaf provided an update re: the proposed revisions to Policy 8 Board Operations, which were made in conjunction with Policy #7.

*Discussion ensued.*

**Moved and Seconded  
2023-036**

***THAT the Board of Education of School District No. 40 (New Westminster) adopt the proposed revisions and updates to Policy 8 Board operations as presented.***

**CARRIED UNANIMOUSLY**

**9. OLD BUSINESS**

Nil.

**10. TRUSTEE REPORTS**

Trustees provided highlights of the events they attended in April.

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

The public was given the opportunity to ask questions on matters that arose during the meeting. Please refer to the meeting [video](#) at [9:50 pm] for full comments.

**12. NOTICE OF MEETINGS**

- Tuesday, May 2, 2023 Education Policy & Planning Committee, 3:30 pm at NWSS.
- Tuesday, May 2, 2023 Operations Policy & Planning Committee, 6:30 pm (Hybrid) (Virtual/SBO)
- Tuesday, May 23, 2023 School Board Meeting, 7:00 pm - (Hybrid) (Virtual/SBO)

*Events:*

- Admin Professionals' Day- April 26, 2023
- Attend and participate in BCSTA Provincial Council & AGM - April 27th to April 30, 2023
- National Day of Mourning - April 28, 2023
- Asian Heritage Month - May 2023
- BC Child Care Month - May 2023
- Principals and Vice-Principals Appreciation Day - May 2023
- Red Dress Day and the National Day of Awareness for Missing and Murdered Indigenous Women and Girls - May 5, 2023
- International Day Against Homophobia, Transphobia and Biphobia - May 17, 2023

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

- a. Record of the March 7, 2023 In-Camera Meeting.
- b. Record of the April 11, 2023 Special In-Camera Meeting.

**14. ADJOURNMENT**

The meeting adjourned at 9:55 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

DRAFT



MINUTES OF THE SPECIAL OPEN BOARD MEETING OF THE NEW WESTMINSTER BOARD OF EDUCATION

Tuesday, May 2, 2023, 8:30 PM Via Webex Livestream

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

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1. ADOPTION OF THE AGENDA

The Chair called the meeting to order at 9:57 pm.

2023-037 Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the agenda for the May 2, 2023, Special Open Board meeting.

CARRIED UNANIMOUSLY

2. 2022-2023 BUDGET BYLAW - READING 1 & 2

2023-038 Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve FIRST and SECOND reading of the 2023-2024 Budget bylaw as presented.

CARRIED UNANIMOUSLY

3. **ADJOURNMENT**

The meeting adjourned at 9:59 pm

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

DRAFT

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

**Tuesday, May 2, 2023, 3:30 PM  
New Westminster Secondary School**

**PRESENT**

Marc Andres, Committee Chair  
Danielle Connelly, Trustee  
Dee Beattie, Trustee  
Cheryl Sluis, Trustee  
Elliott Slinn, Trustee  
Maya Russell, Trustee

Karim Hachlaf, Superintendent  
Maryam Naser, Associate Superintendent  
Maureen McRae-Stanger, Director of Instruction-Learning & Innovation  
Bruce Cunnings, Director of Instruction-Learning Services  
Ken Headley, District Vice Principal – Diversity, Equity, Inclusion & Antiracism  
Tanis Anderson, District Vice Principal – Early Learning  
Pam Craven, District Principal – Online Learning/Alternate Programs  
Melanie Smith, District Vice Principal-Safe and Caring Schools  
Jennifer Scorda, District Principal Home Learners Program  
Susana Quan, Vice Principal – NWSS  
Greg Patton, Vice Principal – NWSS  
Kai Smith, Teacher Itinerant SOGI Lead  
Sara Eftekhar – NWSS Nurse Practitioner

Members of the public

**REGRETS**

Robert Weston, Executive Directory Human Resources  
Gurveen Dhaliwal, Trustee  
Bettina Ketcham, Secretary-Treasurer

***Committee Chair Andres 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 3:30 pm

**Moved and Seconded**

***THAT the agenda for the May 2, 2023, Education Policy and Planning Committee meeting be adopted as distributed.***

**CARRIED UNANIMOUSLY**

## 2. **PRESENTATIONS**

- Susana Quan welcomed the Board, Presenters and Guests.
- Sara Eftekhar – Nurse Practitioner & Student Wellness Ambassadors (Serina and Christina) presented information on the work they are doing to support the Consent and Sexual Health Clinic. Sara is working with the students to prepare tools and information to present to the middle school students. The students expressed their excitement about the work they are doing, but also acknowledged there is still work to be done.

Questions and discussion ensued.

## 3. **COMMENT AND QUESTION PERIOD**

Kathleen Carlson – DPAC

- Comment: Regarding the SOGI Report on gender inclusive bathrooms in the high school, we feel this can start at the Elementary schools.
- Response: K. Headley – we support this and will work with the middle and elementary schools to implement this.
- Question: At the April 25<sup>th</sup> Board meeting a discussion on filling the gap (SLO) with the New Westminster Police (Program) is there an update?
- Answer: M. Naser advised that Melanie Smith has a working relationship with the NW Police Department.
- Comment: Assaults are still happening, and the parents are frustrated, scared, and want to know the actions now not next year.
- Response: Chair Andres advised there are budget items that will address this.
- Response: Superintendent Hachlaf clarified student safety is a priority, we always reach out to New Westminster Police Services as needed. In addition, we continue to provide mental supports to foster a safe environment for students.

## 4. **STUDENT VOICE**

Chair Andres presented the students with a letter of acknowledgment for their contribution to Student Voice this school year.

Chair Andres also presented current Student Voice Teacher Stacy Brine with a token of appreciation as this will be Stacy's last year as Student Voice Teacher.

## 5. **REPORTS FROM SENIOR MANAGEMENT**

### a. **Health and Wellbeing (Melanie Smith)**

- M. Smith provided information on Counselling and Youth Care Services. At this time, there is a focus on developing strong wellness teams, capacity building and connecting with community partners.

Questions and discussion ensued.

**b. SOGI Report (Kai Smith & Ken Headley)**

- K.Smith provided information on SOGI 123 (sexual orientation and gender identity)
- Two students from Fraser River Middle School, Basil and Gianna spoke about GSA's (Gender/Sexuality Alliances) and the importance of having a space of belonging in their school.
- K.Smith spoke about the following:
  - re-establishing the District SOGI Committee (with Terms of Reference)
  - reconnecting with school leads
  - continue to receive feedback and making changes to the district forms to ensure inclusivity
- District initiative for the fall that looks at encompassing safety and a sense of belonging.
  - Encompassing the intersectional lens of Diversity, Equity, Inclusion and Antiracism
    - Do you see me?
    - Do you understand me?
    - Do you support me?

**c. Online Learning Report (Pam Craven)**

- P. Craven shared information about on-line learning and the recent transition to POLS. The following was shared:
  - Currently in New Westminster we have 116 Students FTE – 53 local and 63 out of district.
  - Next year the HLP will make in-person attendance mandatory 2 days per week. (Tue/Thurs)
  - A pause on Brightspace will be taken to give time to build staff capacity at Hume Park.

**d. Inclusive Education Update (Bruce Cunnings)**

- B. Cunnings shared information about the current Inclusive Education Implementation Plan. Highlights were noted in the following areas:
  - High quality professional learning
    - Learning Services Teacher In-service
    - English Language Learners Teachers
    - Educational Assistants
  - Effective student supports
    - competency based individual education plans
  - Home/School Partnerships
    - student transitions have greatly improved
  - NWSS Parent Information evening for incoming grade 9 students was held on Monday April 17<sup>th</sup> and was highly successful.
- B. Cunnings shared information about the upcoming Learning Services Art Show which is a celebration of art by students with diverse needs. Twenty students from NWSS will be showcasing their art at the Anvil Centre between May 12<sup>th</sup> – 31<sup>st</sup>, 2023.



**e. Programs of Choice (Maryam Naser)**

The next steps in the review process involves focus groups for parents, students, and staff. The focus groups have been scheduled during the month of May with both virtual and in-person opportunities for engagement. There will be three overarching questions that will guide the discussions:

- What is working well?
- What challenges or obstacles are being faced?
- What are the opportunities for improvement?

Group	Date	Time	Location
HLP Staff	27-Apr	3:15 pm	Hume Park
HLP Parents	01-May	6:30 pm	Virtual
HLP Parents	09-May	10:00 am	Hume Park
Montessori – Parents	02-May	6:30 pm	Virtual
	03-May	4:00 pm	Skwo:wech
French Immersion - Staff	08-May	3:30 pm	Virtual
French Immersion – Parents	09-May	6:30 pm	Virtual
	11-May	4:00 pm	GMS
Montessori – Staff	15-May	3:30 pm	Connaught
CUPE	16-May	3:30 pm	Board Office Room 118
NWSS Students (French Immersion)	18-May	3:30 pm	Virtual
GMS Students (French Immersion)	24-May	1:00 pm	GMS
PVPA	29-May	3:30 pm	Virtual

- The review began in early January of 2023 and will continue through to the end of June 2023. An update will be provided at the June 6th Education Policy and Planning Committee meeting, and a final report will be presented in the fall of 2023.

**Moved and Seconded**

***THAT the Education Policy & Planning Committee recommend to the Board of Education of School District No.40 (New Westminster) to direct staff to present an action plan on the continuation of the Inclusive Education Plan, including a parent survey to assess district progress towards key themes and objectives.***

**TABLED  
CARRIED UNANIMOUSLY**



6. **GENERAL ANNOUNCEMENTS**

No announcements

7. **ADJOURNMENT**

The meeting adjourned at 5:20 pm.

DRAFT

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

Tuesday, May 2, 2023, 6:30 PM  
Via Zoom Link

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

Karim Hachlaf, Superintendent  
Bettina Ketcham, Secretary-Treasurer  
Maryam Naser, Associate Superintendent  
Robert Weston, Executive Director Human Resources  
Amy Grey, Assistant Secretary-Treasurer  
Dave Crowe, Director of Capital Projects  
Matt Brito, Director of Maintenance & Operations  
Laura Goodman, Recording Secretary

Members of the Public  
Laura Kwong, DPAC Chair  
Dave Bollen, CUPE President  
Kristie Oxley, NWTU President

***Committee Chair Russell 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 May 2, 2023, Operations Policy and Planning Committee meeting be adopted as distributed.***

**CARRIED UNANIMOUSLY**

2. **Comment and Questions from Visitors**

Laura Kwong stated that she is pleased to hear that one of the child care proposals that will be moving forward will be filled by staff members who are specifically allocated to child care, and not warrant staff to be pulled from other areas.

3. **Reports from Senior Management**

- a. Capital Projects Update (Verbal) (D. Crowe)
  - i. NWSS Decommissioning Project

Director Capital Projects Crowe stated that they are making good progress with the NWSS decommissioning. The actual deconstruction of Pearson Wing has started which will result in an increase in truck traffic due to the removal of the deconstructed material. Notices have not been sent out to the surrounding neighborhood to date as they are currently waiting for timeline confirmation of when this work will pick up. They continue to accommodate the on-site parking issues for the Massey Theatre. Hundreds of windows and doors are in the process of being removed prior to full deconstruction. Crowe stated that they are confident that they will not find hazardous materials moving forward, and everything is going well with no safety concerns on site.

b. Operations Update

i. Annual Facilities Expenditure Plan for 2023-2024 (M. Brito)

Matt Brito, Director of Maintenance & Operations provided an overview. Funding is up \$267K from \$1.189 million last year to \$1,456,658. The AFG funding is based on enrollment and average age of facilities. Projects are identified and prioritized based on their Strategic Plan, health & safety accessibility, prolonging the life of the building systems, carbon neutrality, and recommendations from the fire department. *Key Projects:* Glenbrook Middle School Phase 2 - finishing the heat pump; QMS - installing a variable fan drive and adding insulation; Lord Tweedsmuir - upgrading the electrical and adding roof insulation in the cladding. A one week planned outage is scheduled for the Christmas and/or Spring Break to complete these projects which will involve the replacement of old and deteriorated building systems. Allocated funds are also used for portable site prep, and there is an extensive cost to set up these portables. The funding is available from June to the end of March, however, planning is year round.

ii. Financial Forecast & Projections to year end as of April 30, 2023 (A. Grey)

The amended budget that was approved by the Board in February expected an operating deficit of approximately \$564K. The preliminary projections for June 30<sup>th</sup> as of today's date are showing an expected operating deficit of \$312K, a reduction in the budgeted deficit by approximately \$253K. Main factors contributing to this include: an increase of about \$257K in operating grant funding from the Ministry as a result of the February 15<sup>th</sup> enrolment count submissions, and the Ministry's correction fees related to on-line and unique student needs enrolments. Facility rentals and interest revenue are trending a bit higher than budgeted. Overall, salaries are tracking on budget, and they have seen a bit of a tapering on the cost relating to substitutes since last months projections.

Approximately \$80K in utility accounts savings from the amended budget. There is cost for one more budgeted portable that is included in the projections and will be purchased this year prior to June 30<sup>th</sup> to support enrolment growth. Approximately \$70K of costs relating to the LIF fund will be transferred to operating expenses as this exceeds the Ministry's funding in this special purpose fund. Overall, the results are looking good, and there are no items of concern to bring forward. The June 30<sup>th</sup> projections and results impact their accumulated

surplus balance carrying forward into the next year. They will continue to provide an update at the next OPPC meeting on June 6, 2023.

c. Childcare (I. Neilson) – Manager, Early Learning & Childcare

EL&C Manager Neilson, provided a comprehensive report on Child Care, and how the District can increase quality childcare at more sites across the District.

Highlights:

- District Initiatives: SD40 is involved in more Early Learning Initiatives than any other district.
- The proposals main focus is to provide after school care. Rationale: attendance data from September 2022, shows a greater need for after school care where the majority of children are picked up close to 6 pm.
- Suggested staffing model is for 2 ECEs to work in collaboration with one EA as this partnership incorporates their respective qualifications, pedagogies and expertise.
- Current waitlist data and analysis gathered with our community partner WCAS which supports the need for more childcare in SD40. Neilson provided 3 childcare scenarios which outlined the costs, school age care & location, school timeline, number of children per group, and associated standards for each scenario. Scenario 2 and 2A offer quality programming that the District will stand behind; 2A can be implemented in their schools, is easily scaleable, and sustainable.
- *Childcare recommendations*: to further explore scenario 2A with a plan to execute by January 8, 2024. Rationale: 2A benefits the District as it will extend staff hours within an 8-hour cap, create attractive positions for ECE's with wages, benefits and shorter hours of work, professional development, and staffing back-up for absences.
- Secretary-Treasurer reiterated that their staff recommendation is grounded first, and foremost in the creation of quality sustainable childcare, and takes into account the learnings that they have identified with their conversations with other districts, and ways in which they were able to meet the needs of families based on data that they collected through their own seamless day pilots.
- Childcare recommendation 2A is incorporated into the Superintendent's recommendation. The next steps of the Superintendent's recommendation is the first and 2<sup>nd</sup> reading. This is not a final decision, and still remains an opportunity for trustees to reflect on what was presented here tonight.

*Questions and significant discussion ensued.*

d. 2023-24 Superintendent Recommendations (K. Hachlaf)

Superintendent Hachlaf and members of the Senior Management provided a detailed overview of the Recommendations for the 2023-2024 budget:

- Base Budget Re-Cap
  - April 24, 2023 - Ministry announced C.O.L.A. adjustment for teachers and support staff.
  - Still awaiting announcement
- Management team thoroughly presented Superintendent recommendations which included:
  - Priorities – Requested & Ongoing \$704,227
  - Structural Surplus Efficiencies is \$365,634

- Stakeholder Consultation:
  - Consultations with our stakeholders have been robust over the last number of weeks with the following consultation asks: priority staffing, additional & continued safety measures at NWSS, supervision and support, mental health & wellness, Indigenous education, technology and childcare.
  - Ensured the Superintendent’s recommendations aligned with the Board’s Strategic Plan.

Trustees shared their thanks and appreciation for the budget work completed by the Senior Management Team.

Questions and discussion ensued.

**Moved and Seconded**

***THAT the Operations Policy & Planning Committee recommend to the Board of Education of School District No. (New Westminster) complete first and second reading of the 2023-24 budgetr bylaw based on the Superintendant’s recommendations.***

**CARRIED UNANIMOUSLY**

4. **General Announcements**

*Nil.*

5. **New Business**

*Nil.*

6. **Old Business**

*Nil.*

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

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

*Please refer to the meeting video at [9:30 pm] for full comments.*

8. **Adjournment**

The meeting adjourned at 9:50 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary-Treasurer

# Superintendent Update

Karim Hachlaf

May 23, 2023



New  
Westminster  
Schools

# Summer Temperatures





# 2023-24 Administrative Assignments

## Principal Announcements

Jennifer Scorda, currently principal at Connaught Heights Elementary School and the Home Learners Program (HLP), will be taking a one-year leave of absence beginning this September.

Tu Loan Trieu, currently vice-principal at École Glenbrook Middle School and in our District Principal Pool, will serve as the new principal (temporary assignment) to Connaught Heights Elementary School and the Home Learners Program.



# 2023-24 Administrative Assignments

## Vice Principal Announcements

Gary Pattern, currently vice-principal at Fraser River Middle School, will be moving to École Glenbrook Middle School.

Greg Patton, currently vice-principal at New Westminster Secondary School, will be moving to Fraser River Middle School.

Harinder Mahli, currently in our District Vice-Principal Pool and teaching in the Richmond School District, will be moving to New Westminster Secondary School.



# 2023-24 Administrative Assignments

## Vice Principal Announcements

Carly Eirikson is returning from leave and will be moving to École Qayqayt Elementary School.

Simran Hare, currently serving as vice-principal in a temporary assignment, will transition to a permanent vice-principalship and remain at École Herbert Spencer Elementary School.

Sukhdeep Rai will remain as acting vice-principal at Queensborough Middle School.





# Upcoming District Event

Qayqayt Honoring and Rite of Passage Ceremony:  
May 30<sup>th</sup>

Annual Retirement Recognition Dinner:  
June 13<sup>th</sup>