



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 re: childcare that which ever option moves forward, that the position should be filled by staff members who are specifically allocated to child care, and will not 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 30th 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 15th 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 30th 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 30th 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 2nd 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 budget bylaw based on the Superintendent’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.