New Westminster Schools

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

Tuesday, September 26, 2023, 7:00 PM
Via Zoom Link

PRESENT	Maya Russell, Chair	Karim Hachlaf, Superintendent
	Gurveen Dhaliwal, Trustee	Bettina Ketcham, Secretary-Treasurer
	Danielle Connelly, Trustee	Maryam Naser, Associate Superintendent
	Elliott Slinn, Trustee	Robert Weston, Executive Director Human Resources
	Cheryl Sluis, Trustee	Dave Crowe, Director of Capital Projects
	Marc Andres, Trustee	Amy Grey, Assistant Secretary-Treasurer
		Members of the Public
		Dan Healy & Kinga Urbanovich, KMPG
		Jen Davis, Principal, Fraser River Middle School
		Stephen Inniss, District V.P., ALC, & Summer Programs
		Laura Kwong, DPAC Chair
		Dave Bollen, CUPE President
		Kristie Oxley, NWTU President

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 7:03 pm.

2023-058
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) adopt the agenda for the September 26, 2023, Regular School Board meeting.

CARRIED UNANIMOUSLY

Chair Russell made a statement to the Board and Members of the Public acknowledging the National Date for Truth and Reconciliation on September 30th. To view the full statement, please refer to the meeting video at [7:04 pm].

Chair Russell put forward the following motion.

2023-059
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) amend the agenda for the September 26, 2023, Regular School Board meeting to add the Trustee Dee Beattie update as the first item on the agenda.

CARRIED UNANIMOUSLY

Chair Russell made the following statement to the Board and Members of the Public.

Trustee Dee Beattie has resigned from her position on the Board of Education. She informed the District that she is moving away from New Westminster to focus on her retirement and her health. The Board of Education will provide Municipal Council notice of this resignation in accordance with the provisions of the School Act; this notice will trigger a By-election to fill this vacant position. The date of this By-election will be determined by the municipally appointed Chief Election Officer and will be communicated out as soon as these dates are set. In the meantime, you can be confident that your Board will remain focused on the important work that we need to do here; together.

2. APPROVAL OF THE MINUTES

a. Minutes from the Open Meetings held:

i. June 20, 2023, Open Board Meeting

2023-060
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the minutes as distributed for June 20, 2023, Regular School Board meeting.

CARRIED UNANIMOUSLY

b. Business Arising from the Minutes

Nil.

3. PRESENTATIONS

a. Summer Learning Presentation (S. Innis & J. Davis)

Jen Davis, Principal at Fraser River Middle School (FRMS), and Stephen Inniss, District V.P, ALC & Summer Programs provided an overview of the 2023 Summer Learning Program at Lord Kelvin and NWSS. A significant increase in enrollment this year in which under 500 students participated in a wide variety of different courses such as 'Nature in Gardens, French Immersion, and Band concert to name a few. This summer learning program also included a community element in which Red Fox, an independent educator provided a physical literacy program for the intermediate classes, along with other green space activities. To view the full presentation, please refer to the meeting video at the [7:07 pm].

b. 2022-2023 Audit Findings Report (Dan Healy & Kinga Urbanovich - KPMG)

Healy and Urbanovich presented their executive summary report, and highlighted the following areas of focus: capital assets and deferred capital revenue, compliance opinion, expense salaries and benefits, school generated funds, procurement, and accounting policy change. Audit is substantially complete pending discussions, obtaining a signed representation letter and Board approval. There have been no changes to the audit plan, which was originally presented back in June 2023, and is consistent with previous years.

Questions and discussion followed.

c. 2022-2023 Year-End Review (B. Ketcham & A. Grey)

i. 2022 - 2023 Year End Financial Statements

Assistant Secretary-Treasurer Grey recognized Dan Healy and his team for their professionalism, and the work that he and his team put in towards completing the 2022-2023 Year End Audit. She also extended recognition to the internal Finance Team, HR, IT, and Dave Crowe, Director of Capital Projects for their hard work.

- Associate Secretary-Treasurer Grey shared highlights of the 2022-2023 Year, the 2022-2023 Priorities that were executed, and the 2023-2024 priorities that were supported for the upcoming Year.

  Secretary-Treasurer Ketcham took the opportunity to address the Capital Cost Share item this evening, as this item is included in tonight's Board's approval of financial statements. The District is looking to initiate a high-priority capital project which is to implement cooling measures within NWSS. The District will invest $500K, as part of their 3.1-million-dollar surplus towards getting this project off the ground. As part of the approval of these financial statements they want to recognize this effort and investment as part of their Capital Cost Share restriction to their financial statement operating surplus, and to acknowledge these amounts will now be committed.

ii. Financial Statements Discussion and Analysis

Assistant Secretary-Treasurer Grey shared highlights of the operating, special purpose, and capital funds.

Questions and discussion followed.

Chair Russell acknowledged Secretary-Treasurer and her team for all their hard work in preparing the 2022-2023 financials.

2023-061
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) recommend the approval of the 2022-2023 Financial Statements as presented.

CARRIED UNANIMOUSLY

d. Programs of Choice Educational Review (N. Brennan)

External consultant, Nancy Brennan, provided a comprehensive report regarding the District's Programs of Choice Educational Review which is part of the work outlined in the New Westminster School District's Strategic Plan (2019-2024), and which took place over the first 6 months of 2023. Brennan provided an overview of each of the following 3 programs and noted that all are well regarded by the community with both students and staff. The 3 programs are:1). Early and Late French Immersion (elementary, middle, and secondary school levels; 2). Montessori (Elementary level),

and The Home Learner's Program (Kindergarten through Grade 8). Brennan noted the background, challenges, additional items, and final considerations for each program to the Board.

The Board recognized Nancy Brennan for her comprehensive and thorough review of this project, and also thanked parents, students, and staff for their participation and work on this project. Questions and Discussion ensued. To view the full presentation, please refer to the meeting video at [8:00 pm].

2023-062
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) direct staff to bring forward recommendations, inclusive of budget and timeline considerations, based on the findings of the Programs of Choice review to the October Education Policy and Planning Committee meeting.

CARRIED UNANIMOUSLY

Chair Russell put forward the motion to recess for 5 minutes at [8:57 pm].

Chair Russell reconvened the meeting at [9:03 pm] and provided a statement regarding Board Protocol prior to the start of the Comment and Question Period.

4. COMMENT & QUESTION PERIOD FROM VISITORS

DPAC: Laura Kwong, Chair

- Laura thanked the staff, teachers, administrators, and all the adults in our schools who work to ensure that gender and sexual orientation diverse students, their families and staff feel safe and welcomed in our schools.
- PACs recently reached out to DPAC for support in addressing recent Anti-SOGI actions, and are glad to have dedicated staff such as Ken Headley, District Vice Principal - Diversity, Equity & Inclusion available to support them in their PACs.
- DPAC would like to see the Board refocus their mandate with their stakeholders and community partners on issues the District is currently facing; short- and long-term capacity, student assessment wait times, and understaffed schools.
- The Qayqayt and FRMS pilot walking school bus started its operation this week.
- DPAC put forward a request to the Board of Education for an independent investigation regarding Trustee Dee Beattie's actions. For the complete statement and response please refer to the video at [9:10 pm].

CUPE 409: Dave Bollen, President

- Bollen is currently working with his team re: site checks to ensure that there are site safety reps at each location which will allow 'Health & Safety' meetings to move forward.
- National Convention in Quebec City: Bollen noted this will be the last time CUPE will be able to hold their convention in Quebec City due to its enormous growth; the venue will be moved to another location in the future.
- CUPE 409 purchased a new software system that will help them manage Human Resources and Membership data.

NWTU: Kristie Oxley, President

- NWTU requested that the Board look at strategies and clarity around staff fund raising processes and limitations. Request to have AP 520 – Fundraising Activities and Sponsorship in District Facilities be revised to state clearly how long funds can be held, the point at which time these funds are allocated to the general school fund, and how that reallocation will be communicated to the community members.

The public was given the opportunity to ask questions on matters that arose during the meeting with staff responding where appropriate. To view the full comment and question period, please refer to the meeting video at [9:05 pm].

Chair Russell put forward the Motion at 9:31pm to extend the meeting to 11:00 pm.

5. CORRESPONDENCE

Nil.

6. BOARD COMMITTEE REPORTS

a. The next EPPC and OPPC Committee Meetings will be held on October 10, 2023.

7. REPORTS FROM SENIOR MANAGEMENT

a. Superintendent Update (K. Hachlaf)

Welcome Back Message, and kick off to the school year – Good things are happening!

- Superintendent Hachlaf noted that in June 2023, DPAC had notified the District re: challenges surrounding the two-week kindergarten gradual entry program. Staff are in the process of preparing further analysis and viable options for subsequent school years, and will provide a progress update at the next Education Policy and Planning Committee Meeting in November.

Highlights:

- The District launched their first parent toolkit for Diversity, Equity, Inclusion and Anti-racism which provides an A-Z collection of resources ranging from videos, books, web links, and other media.
- The District Learning Team hosted a showcase earlier this month in the Learning Commons at NWSS, and invited staff across the District to participate and learn about the great array of district resources that are available.
- Expansion of the Just Before Preschool and Seamless Day 1-K programs. The District has received funding approval for daycare relocation projects at both Howie and Lord Tweedsmuir which are on schedule.
- Superintendent Hachlaf attended an amazing student artwork showcase at NWSS for both current and recent graduates; the works are prominently displayed throughout NWSS.
- Fuel Up! School nourishment program ensures that no child is hungry, and the District continues to seek additional input to ensure they continue to do everything they can to support families through this program.
- Affordability Fund: The District has received provincial funding to offset costs in order help families with a number of financial pressures.
- The school District continues to grow with multiple projects such as the Queen Elizabeth expansion project, the New Fraser River Elementary school currently in progress, and they are looking towards building a new Middle School on the West end.

Long Range Facilities Plan (LRFP)

- Secretary-Treasurer Ketcham announced that the Long Range Facilities Plan (LRFP) document was publicly shared with families and staff, and noted that two information sessions will be held for those who are interested in attending. NWSS theatre: October 3, 2023, 6:30-8:00pm; and via Zoom: October 5, 2023, 6:30-8:00pm.

Continued Capacity Pressures:

- Ketcham noted that all schools across the District continue to face pressures re: capacity, and they continue to review and navigate both the short-term pressures that they are experiencing until the schools and facilities are built and students are placed in those facilities. They will also continue to explore a number of options for the 24-25 school year such as timetable modifications, portables, interior renovations, and programming considerations across all sites with additional planning around NWSS. The District will provide a report at the Operations Policy and Planning Committee meeting on October 10th re: enrollments.

i. Our learning journey: tracking our progress (Senior Management Team)

Superintendent Hachlaf provided an overview of the Learning Journey; also referred to as the District's Strategic Plan. The Senior Management Team provided the following highlights from their overall progress from their 30-page detailed tracking report: Transform the Student Experience, Inclusive Education, Equity in Action, Literacy and Numeracy, Student Voice, Building Relationships, Budget Development Process, Lead into the Future, Long Range Facilities Plan, Climate Action, Childcare, and Board Advocacy to name a few. This tracking report will frame and guide their future goals and direction with measurable evidence over the next 5 years. Hachlaf noted that the execution and detail of their Strategic Plan is grounded in supporting student success and comes from a variety of sources which range from school growth plans, district reviews, and local and provincial student data results; the key to their success is aligning their work across all of these areas including their Board's workplan which serves as a planning tool for their Board agendas.

For the complete overview of the 'Our learning journey; tracking our progress please refer to the video at [9:41 pm].

ii. Staffing – School Opening (Verbal) (R. Weston)

At 10:22 pm Chair Russell requested that the Staffing school report be tabled and brought back to the next open Board meeting in October.

b. Five-year capital plan – Minor capital projects (B. Ketcham)

Secretary-Treasurer Ketcham provided an overview re: the Minor Capital Plan. Submission highlights included the School Enhancement Program (SEP), the Carbon Neutral Capital Program (CNCP), the Playground Equipment Program (PEP), and the Food Infrastructure Program; all of which reveal the District's priorities for upcoming years. Ketcham noted that the entire request across the Minor Capital Project envelope that the District is looking to the Ministry to support is $11.2 million dollars. The submission deadline to the Ministry for minor capital projects is September 30th, 2023; the District will report back once they receive approval from the Ministry sometime in March 2024.

2023-063
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) approve the Five year capital plan - Minor capital projects as presented for submission to the Ministry of Education and Childcare.

CARRIED UNANIMOUSLY

8. **NEW BUSINESS**

a. **Timing of Annual Elections:**

Secretary-Treasurer Ketcham stated that the annual elections as per Board Policy No. 7 are to occur in November; these nominations tonight represent a deviation from their Board policy. As a result of this deviation, it is appropriate for this Board to consider a Motion to amend this timing for this particular year.

2023-064
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) hold its annual election meeting on September 26, 2023, with the annual cycle of elections falling back to November as per Board Policy No. 7 in 2024.

CARRIED UNANIMOUSLY

b**. Election of Chair**

Secretary-Treasurer Ketcham called for nominations for the position of Chair for the 2023 Board of Education. Maryam Naser, Associate Superintendent, and Robert Weston, Executive Director of Human Resources, served as Scrutineers.

Trustee Danielle Connelly nominated Trustee Maya Russell as Chair for the 2023 Board of Education.

Trustee Maya Russell accepted the nomination.

Secretary-Treasurer called for nominations for the position of Chair for the 2023 Board of Education a 2nd and 3rd time.

There being no further nominations, ***Trustee Maya Russell was declared Chair*** for the 2023 Board of Education (by acclamation).

c. **Election of Vice-Chair**

Chair Maya Russell called for nominations for the Vice-Chair for the 2023 Board of Education.

Trustee Marc Andres nominated Trustee Cheryl Sluis as Vice-Chair for the 2023 Board of Education.

Chair Russell called for nominations for the position of Vice-Chair for the 2023 Board of Education a 2nd time.

Trustee Danielle Connelly nominated herself as Vice-Chair for the 2023 Board of Education.
Chair Russell called for nominations for the position of Vice-Chair for the 2023 Board of Education a 3rd and final time.

Trustee Cheryl Sluis accepted the nomination.
Chair Russell requested that ballots be distributed to the Trustees for a vote.

There being no further nominations, ***Trustee Cheryl Sluis was elected as Vice-Chair*** for the 2023 Board of Education (by acclamation).

d. **Election of BCSTA Provincial Delegate and Alternate**.

Chair Russell called for nominations for the BCSTA Provincial Council Delegate for the 2023 Board of Education.

Trustee Cheryl Sluis nominated Gurveen Dhaliwal for BCSTA Provincial Council Delegate for the 2023 Board of Education.

Trustee Dhaliwal accepted the nomination.

Chair Russell called for nominations for the position of **BCSTA Provincial Council** Delegate for the 2023 Board of Education 2nd and 3rd and final time.
There being no further nominations, ***Trustee Dhaliwal was declared BCSTA Provincial Council Delegate*** for the 2020 Board of Education (by acclamation).

Election of BCSTA Provincial Council Delegate Alternate

Chair Russell called for nominations for the position of **BCSTA Provincial Council Delegate Alternate** for the 2023 Board of Education.

Vice-Chair Cheryl Sluis nominated Trustee Elliott Slinn for the BCSTA Provincial Council Delegate Alternate *for the 2023 Board of Education.*

Chair Russell called for nominations for the position of BCSTA Provincial Council Delegate Alternate for the 2023 Board of Education 2nd and 3rd and final time.

Trustee Slinn accepted the nomination*.*

There being no further nominations, ***Trustee Slinn was declared BCSTA Provincial Council Delegate Alternate*** for the 2020 Board of Education (by acclamation).

e. **Election of BCSTA Representative and Alternate.**

Chair Russell called for nominations for the BCPSEA Representative for the 2023 Board of Education.

Chair Russell nominated Trustee Danielle Connelly for the BCPSEA Representative for the 2023 Board of Education.
Chair Russell called for nominations for the position of BCPSEA Representative for the 2023 Board of Education a 2nd and 3rd and final time.

Trustee Connelly accepted the nomination.
There being no further nominations, ***Trustee Connelly was declared BCPSEA Representative*** for the 2020 Board of Education.

BCSTA Provincial Council Delegate Alternate

Chair Russell called for nominations for the position of BCSTA Provincial Council Delegate Alternate for the 2023 Board of Education.

Trustee Gurveen Dhaliwal nominated Trustee Cheryl Sluis for the BCSTA Provincial Council Delegate Alternate *for the 2023 Board of Education.*

Chair Maya Russell nominated Trustee Elliott Slinn for the BCSTA Provincial Council Delegate Alternate *for the 2023 Board of Education.*

Chair Russell called for nominations for the position of BCPSEA Representative for the 2023 Board of Education a 3rd and final time.

Vice-Chair Sluis declined the nomination.

Trustee Slinn accepted the nomination.

There being no further nominations, ***Trustee Slinn was declared BCSTA Provincial Council Delegate Alternate*** for the 2020 Board of Education (by acclamation).

f. Motion to destroy the Ballots.

Chair Russell put forward the following Motion.

2023-065
Moved and Seconded

THAT the Board of Education of School District No. 40 (New Westminster) direct the Secretary-Treasurer to destroy all ballots.

CARRIED UNANIMOUSLY

9. TRUSTEE REPORTS

Trustees provided highlights of the events they attended in September.

10. QUESTION PERIOD (15 Minutes)

Questions to the Chair on matters that arose during the meeting. The public was given the opportunity to ask questions on matters that arose during the meeting. Please refer to the meeting video at the [10:37 mark] for full comments.

11. NOTICE OF MEETINGS

Tuesday, October 10, 2023: Education Policy & Planning Committee Meeting, 3:30pm - TBA

Tuesday, October 10, 2023: Operations Policy & Planning Committee Meeting, 6:30pm - (Hybrid)

Tuesday, October 24, 2023: Open Regular Board Meeting, 7:00pm - (Hybrid)

Reminder:

Orange Shirt Week - Monday, September 25, 2023 - Friday, September 29, 2023.

National Day of Truth and Reconciliation - Saturday, September 30, 2023.

12. REPORTING OUT FROM IN-CAMERA BOARD MEETING

a. i. Record of the June 20, 2023, In-Camera Meeting

13. ADJOURNMENT

The meeting adjourned at 10:43 pm

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Chair

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Secretary-Treasurer