

BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
OPERATIONS POLICY AND PLANNING COMMITTEE
AGENDA

Tuesday, February 13, 2024

6:30 pm

School Board Office (In-person & Via Zoom)

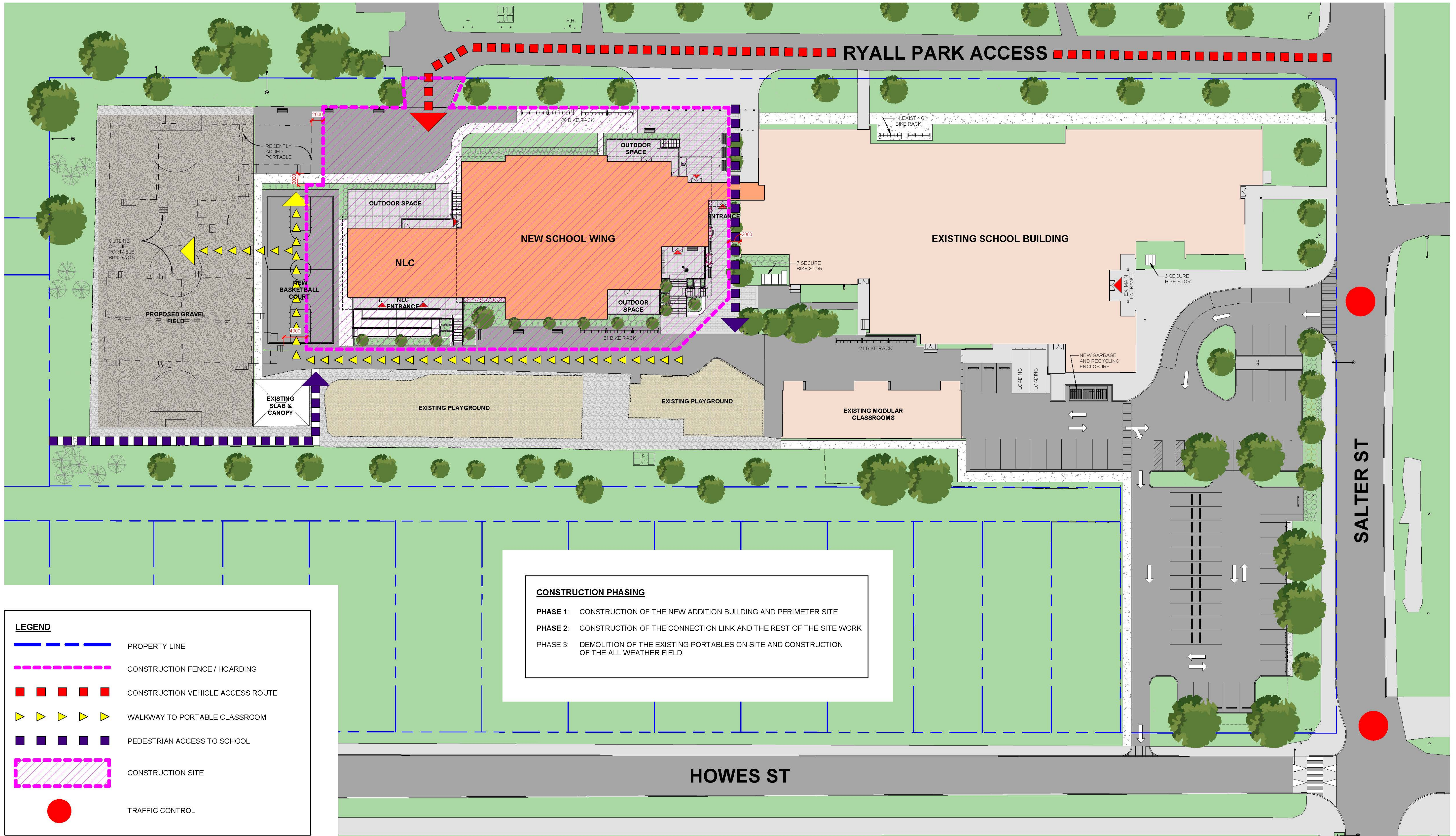
811 Ontario Street, New Westminster

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>Approval of Agenda</u>	6:30 PM	
Recommendation: THAT the agenda for the February 13, 2024 Operations Policy and Planning Committee meeting be adopted as distributed.			
2.	<u>Comment & Question Period from Visitors</u>	6:35 PM	
3.	<u>Reports from Senior Management</u>		
a.	Capital Projects Update		
	i. Queen Elizabeth Elementary (D. Crowe)	6:45 PM	3
	ii. NWSS Decommissioning (Verbal) (D. Crowe)	6:50 PM	
b.	Operations Update		
	i. Facilities & Finance Report (M. Brito & A. Grey)	6:55 PM	13
	ii. Amended Budget Update (A. Grey)	7:05 PM	14
c.	Nourishment Update (R. Bloudell)		
	Fuel Up! School Lunch Program	7:10 PM	16

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|----|---|---------|----|
| 4. | <u>General Announcements</u> | 7:20 PM | |
| 5. | <u>New Business</u> | 7:25 PM | |
| 6. | <u>Old Business</u> | | |
| | a. Board 2024 Advocacy Plan (Draft) (M. Russell) | 7:30 PM | 28 |
| 7. | <u>Question Period (15 Minutes)</u> | 8:00 PM | |
| | <i>Questions to the Chair on matters that arose during the meeting.</i> | | |
| 8. | <u>Adjournment</u> | 8:15 PM | |





CONSTRUCTION PHASING

PHASE 1: CONSTRUCTION OF THE NEW ADDITION BUILDING AND PERIMETER SITE

PHASE 2: CONSTRUCTION OF THE CONNECTION LINK AND THE REST OF THE SITE WORK

PHASE 3: DEMOLITION OF THE EXISTING PORTABLES ON SITE AND CONSTRUCTION OF THE ALL WEATHER FIELD

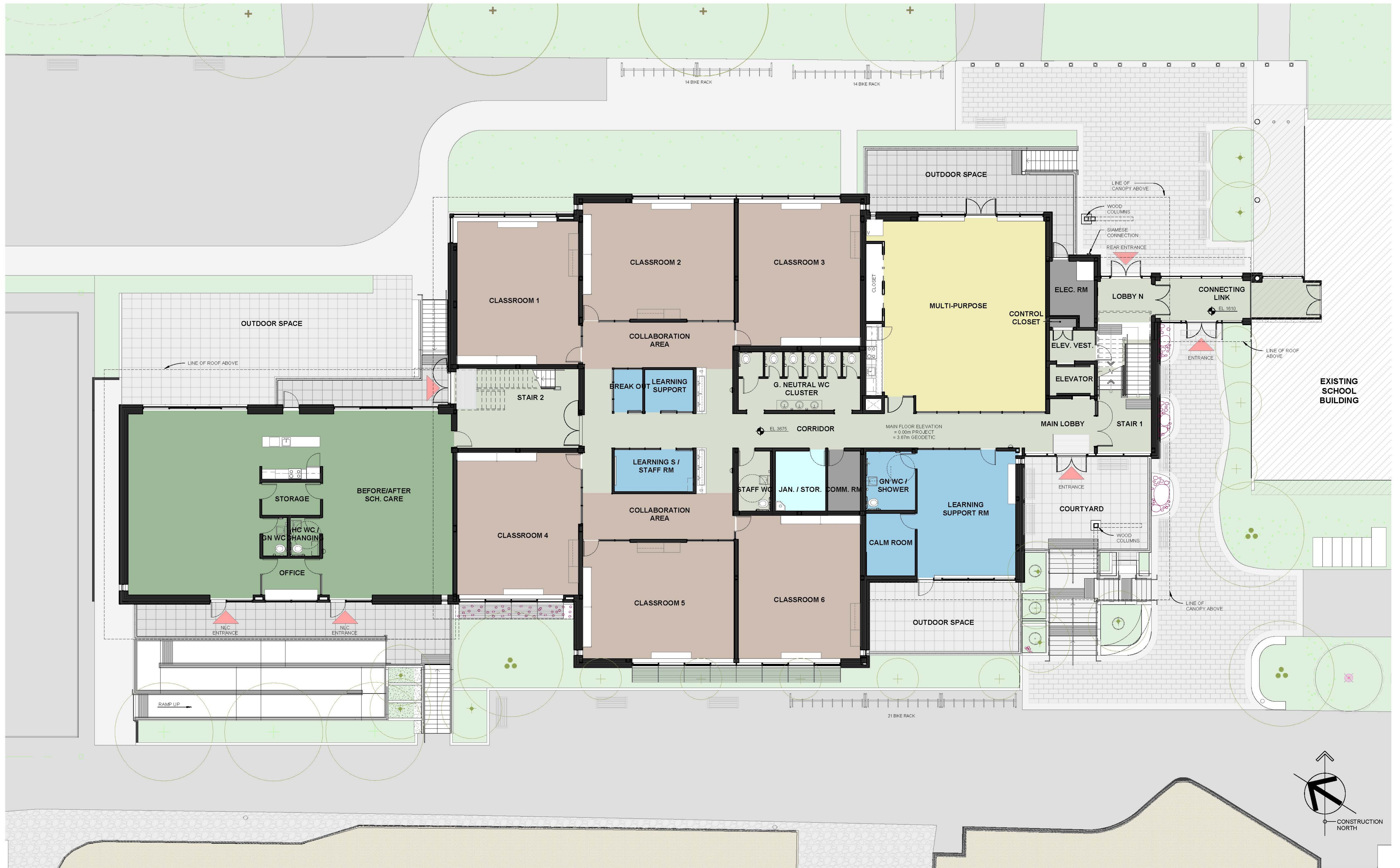
NOTE: CONCEPTUAL CONSTRUCTION PLAN TO BE COORDINATED WITH THE CITY OF NEW WESTMINSTER AND CONTRACTOR

SCALE: 1 : 200



QUEEN ELIZABETH ELEMENTARY ADDITION
 SCHOOL DISTRICT-40, NEW WESTMINSTER
CONSTRUCTION PLAN (FOR INFORMATION ONLY)

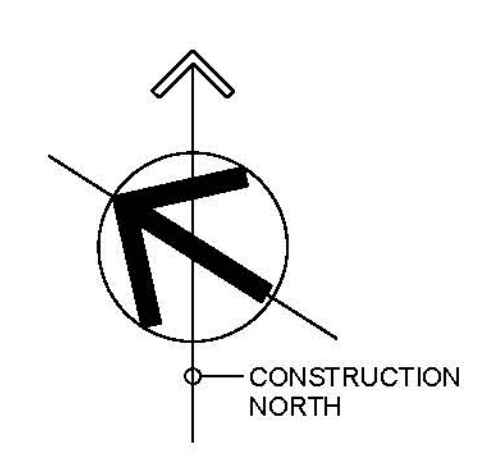


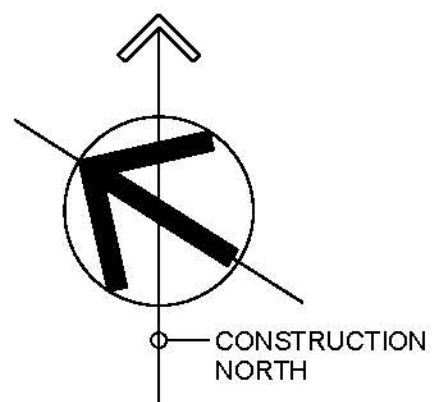


QUEEN ELIZABETH ELEMENTARY ADDITION

SCHOOL DISTRICT-40, NEW WESTMINSTER

MAIN FLOOR PLAN (FOR INFORMATION ONLY)

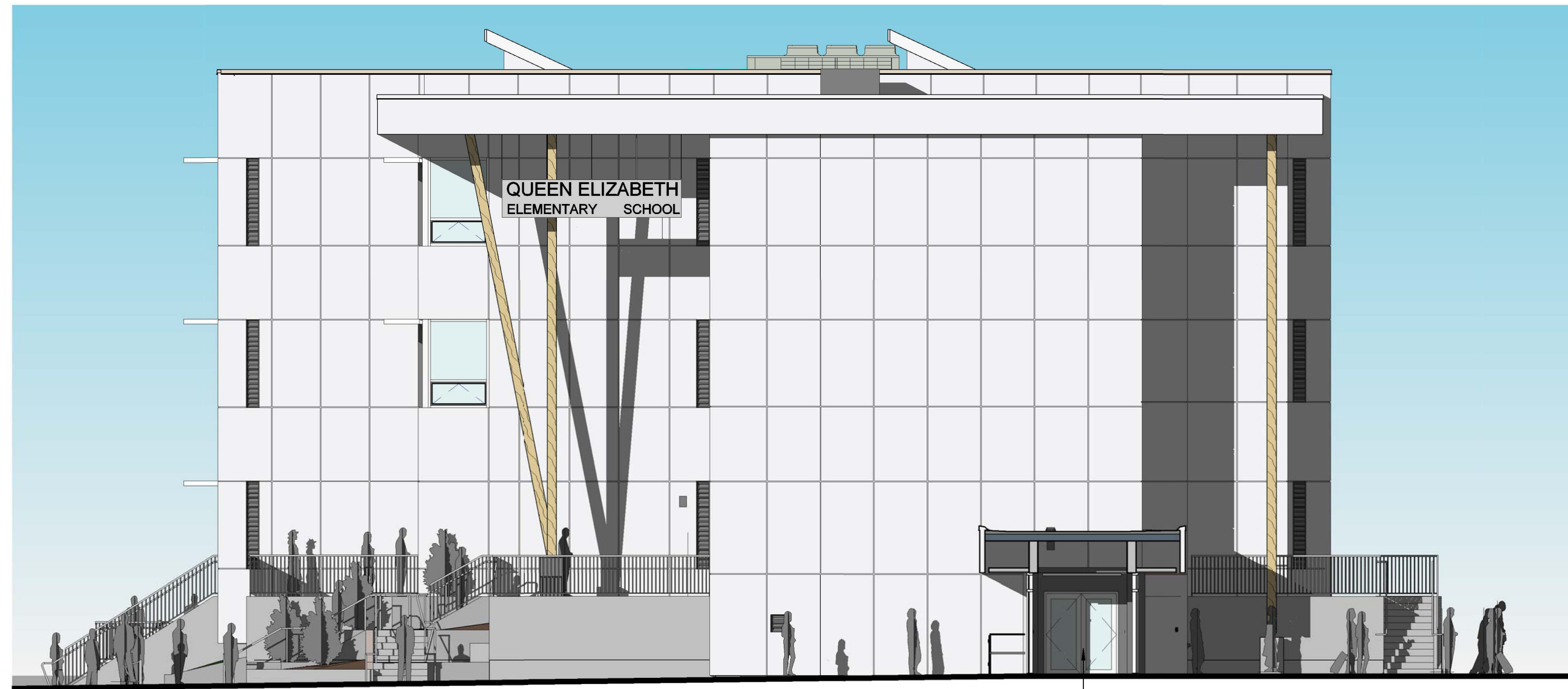






NORTH ELEVATION

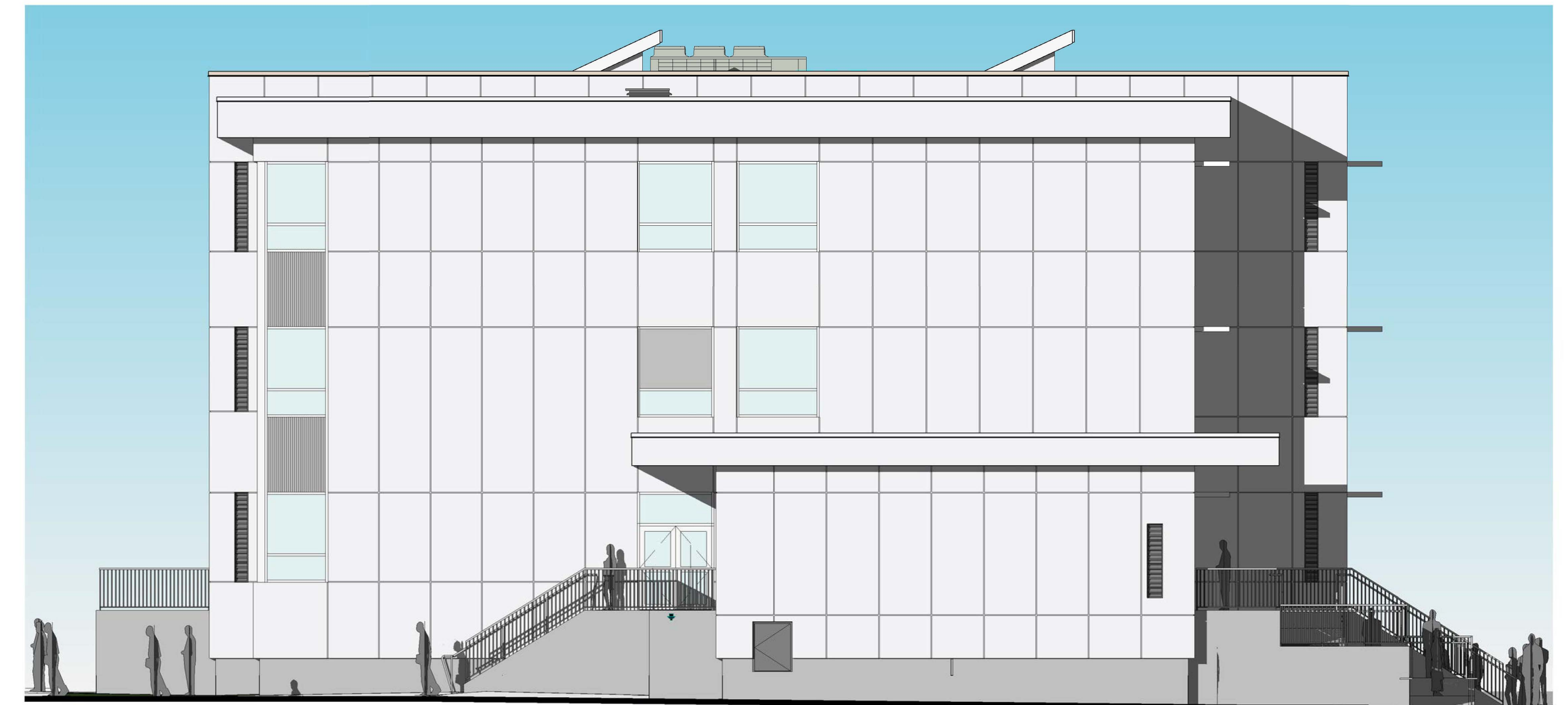
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CONNECTING
LINK

EAST ELEVATION

SCALE: 1 : 100



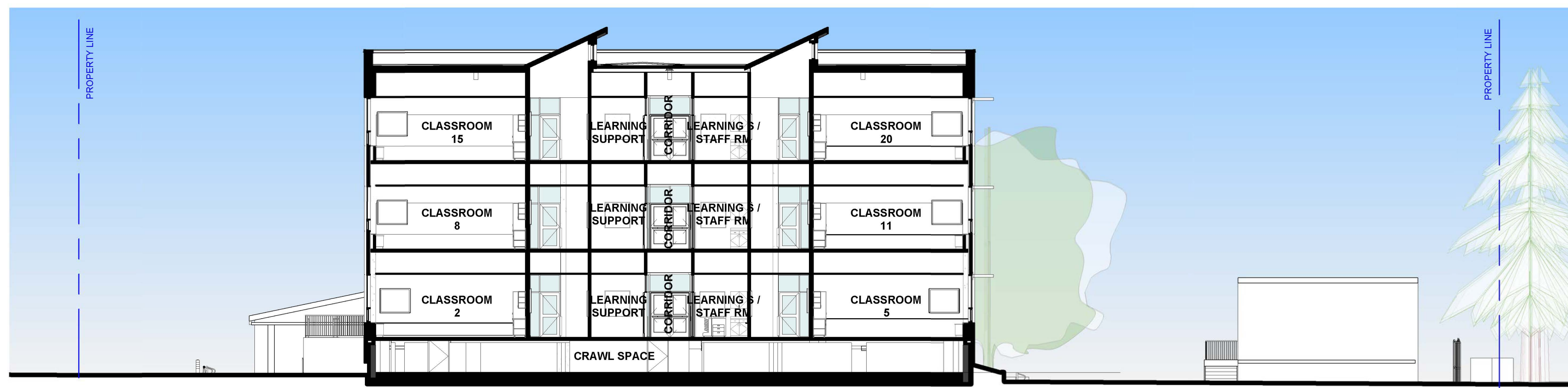
WEST ELEVATION

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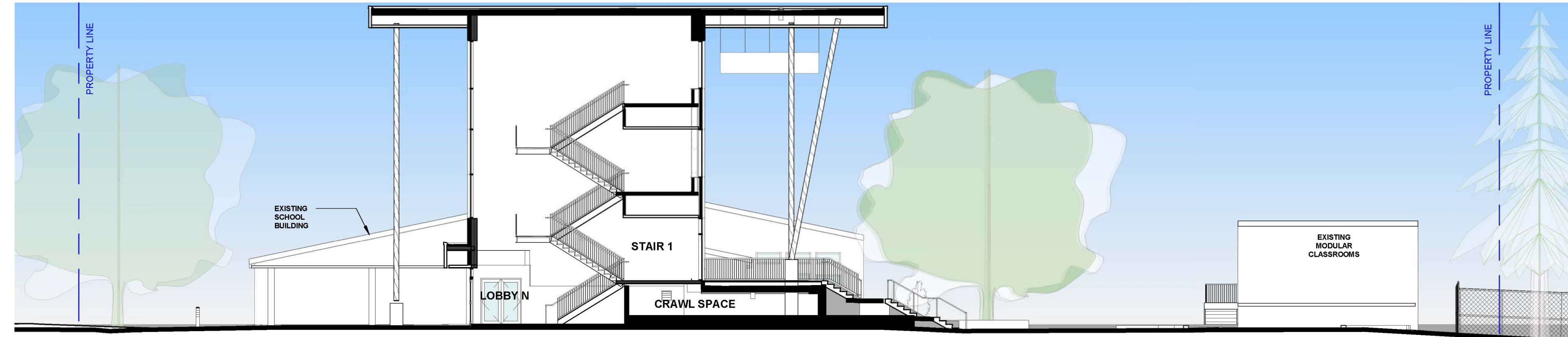
SOUTH ELEVATION

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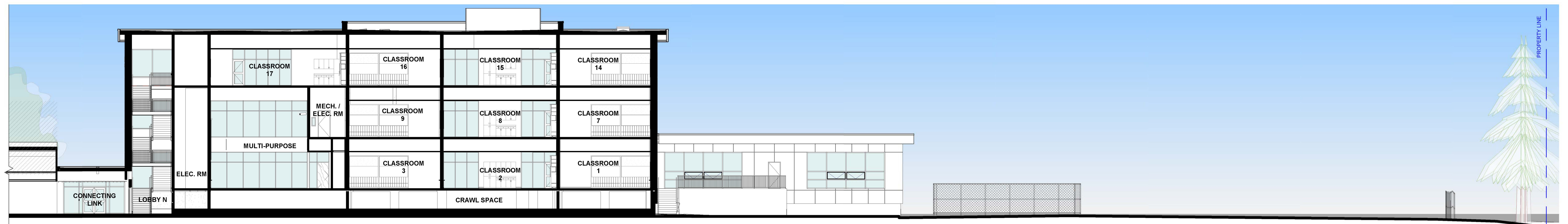
SITE SECTION A-A - NORTH-SOUTH

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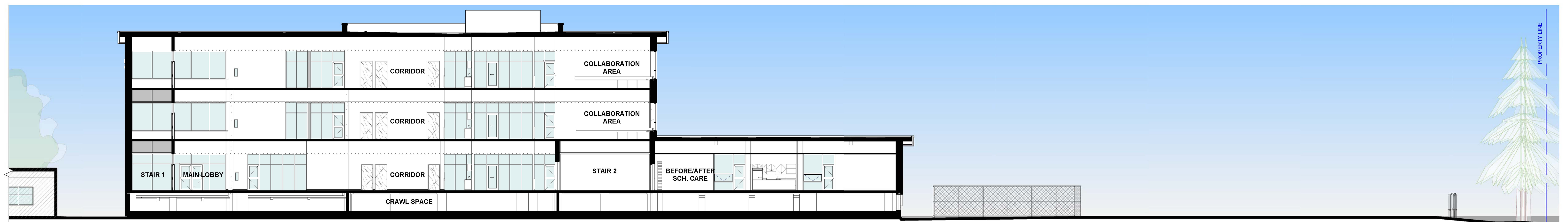
SITE SECTION B-B - NORTH-SOUTH

SCALE: 1 : 150



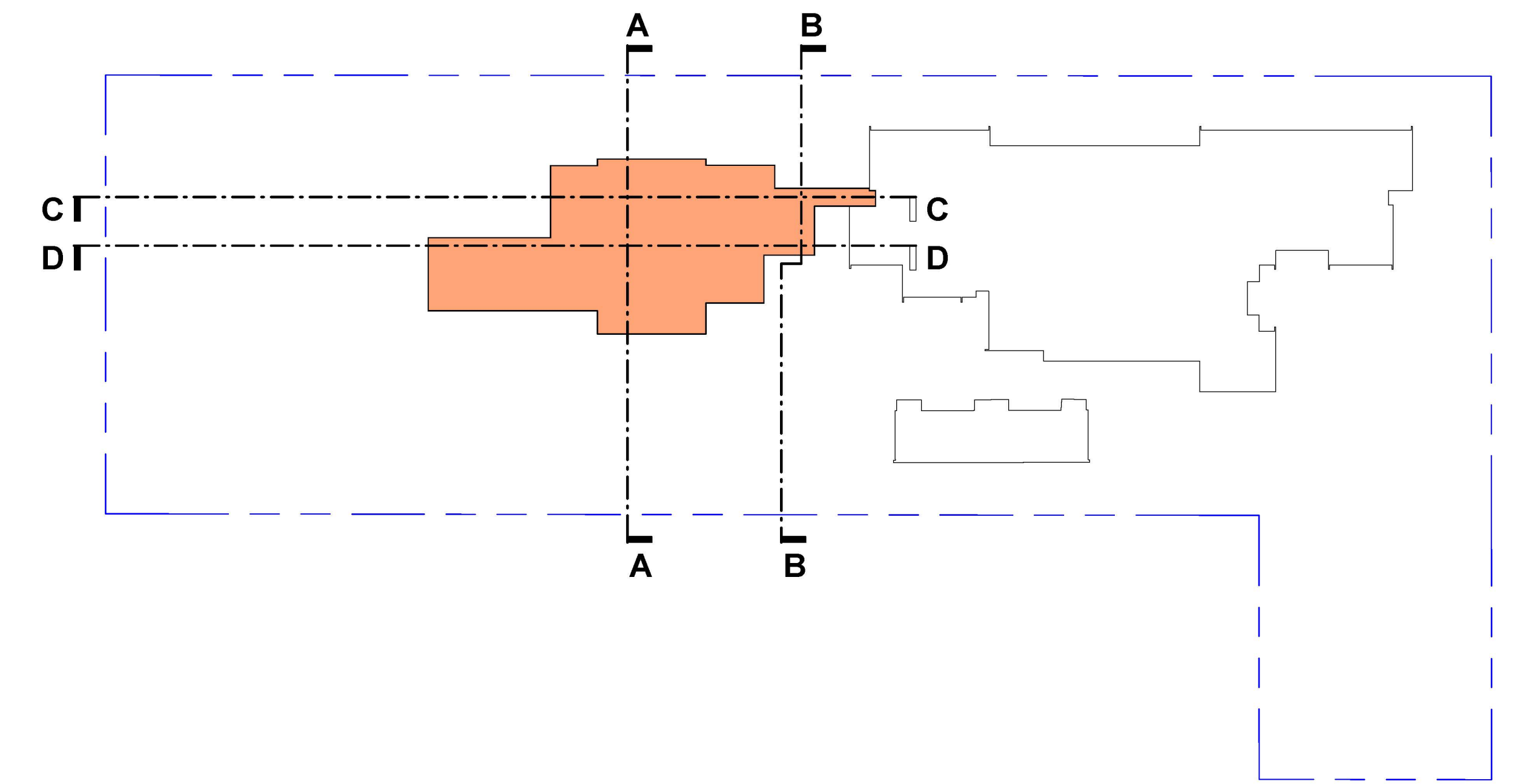
SITE SECTION C-C - EAST-WEST

SCALE: 1 : 150



SITE SECTION D-D - EAST-WEST

SCALE: 1 : 150





VIEW NO.1



VIEW NO.2



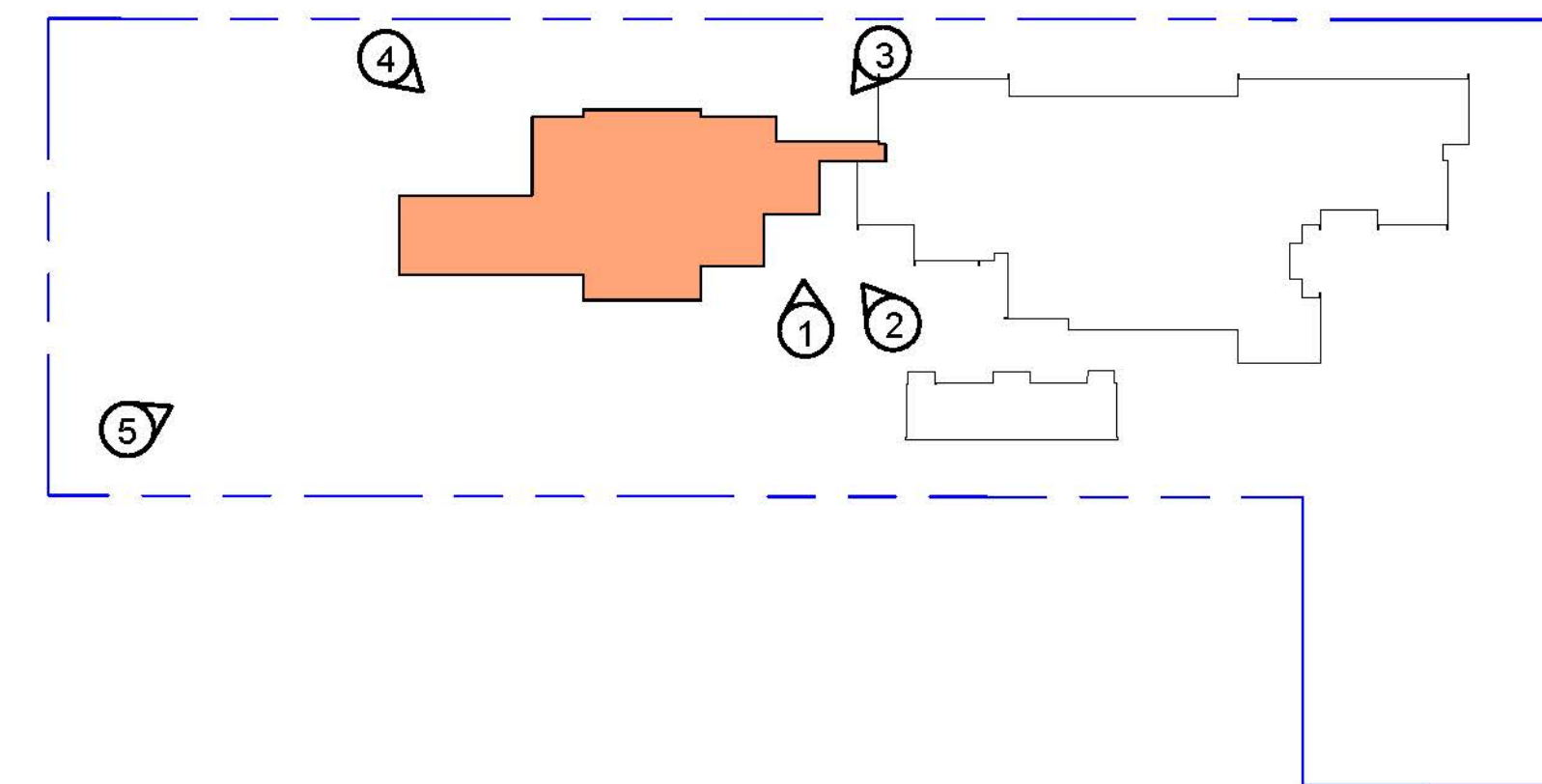
VIEW NO.3



VIEW NO.4



VIEW NO.5



Project Construction Fact Sheet

Project Schedule

- Design completion March 2024
- Construction Contract Tendering April to May 2024
- Permitting and Approvals June 2024
- Construction July 2024 to December 2026
- Building Occupancy September 2026



Building Construction

- Safety fencing will be installed around the construction area's perimeter. (See conceptual construction plan for the area anticipated to be used for construction).
- The contractor will be required to submit a site safety and security plan, noise and vibration management plan, dust control plan, environmental protection plan for school district approval.
- The contractor will be required to submit a traffic management plan to ensure the safety of students, staff, parents, pedestrians, cyclists in proximity to construction work.
- Construction access is anticipated to occur via the Ryall Park access from Salter Street. Traffic control persons will be placed at key locations.

Piling

- The new building foundation will consist of approximately 200 steel piles driven into the ground.
- Piling will commence in summer 2024 and is expected to take about four weeks.
- There will be noise and vibration; however, the school district is taking steps to minimize impacts, including:
- Scheduling the work after end of the school term.
- Using a combination of vibratory and impact driving where possible and practical to minimize noise impacts.
- Implementing a community notification program prior to and during the work.
- Continually assessing noise and vibration and implementing mitigation measures such as sound screens on site fencing as necessary.

Capital Projects, Operations and Planning

1. We currently have City occupancy at Lord Tweedsmuir and FW Howay daycare portables. Initial Fraser Health inspections went very well and there are no expected delays in move in date due to licensing. First day of Howay daycare (Qayqayt) set for February 26th and first day of Tweedsmuir daycare (FRMS) is March 11th.
2. For short term capacity, we have received building permits to add another 2 portables and a washcar at Lord Tweedsmuir. Classroom portables and a washcar are now currently placed, working on connections. These portables will be ready for occupancy by February 20th.
3. FRMS/Qayqayt classroom renovations. Working with construction management company on construction schedule. Demolition is set to begin on both sites during Spring Break to minimize noise, dust, and disruptions to the schools. Equipment with long wait times like unit ventilators and flooring has been pre-ordered.
4. We continue planning for the NWSS Cooling project for 2nd and 3rd floor and anticipate a funding announcement in March.

Finance

1. Work continues on the 2023-24 amended budget which is due February 29, 2024.
2. Planning for the 2024-25 budget season has begun and internal consultations are commencing.

Ministry & Other Submissions: January 2024

Submitted to:	Description	Date
Ministry of Education and Child Care	Event-Driven Reporting	January 22, 2024
Ministry of Education and Child Care	Employment Data and Analysis (EDAS) reporting	January 31, 2024



Supplement to: **OPERATIONS POLICY AND PLANNING MEETING**

Date: February 7, 2024

Submitted by: Amy Grey, Assistant Secretary-Treasurer

Item: Requiring Action Yes No For Information

Subject: 2023-24 Amended Budget Update

Background:

Work is well underway on the 2023-24 amended budget which is due to the Ministry by February 29, 2024. Some items we are noticing for the amended budget are as follows:

Enrolment Growth

Operating grant recalculations were announced in mid-December and higher than projected enrolment numbers have led to an increase in the operating grant of approx. \$1.7 million.

Offsetting the increase in operating grant revenue is adjustments to salary and benefit expenses for enrolling teachers, non-enrolling teachers and educational assistants to support the enrolment growth and student needs.

In addition, purchases for additional portables were needed and are funded from operational dollars.

One-time Adjustments

Adjustments were made for the following one-time costs that were not known at the time the preliminary budget was approved:

- Capital cost share for NWSS cooling project - \$500,000
- Trustee by-election and Superintendent recruitment fees - \$350,000



Other items of note

Market cost pressures/inflation are having an impact on expenditures.

We are also closely monitoring replacement costs as we have seen an increase in absences in recent weeks and will be watching to see if the trend continues and whether a budget adjustment is necessary.

As a result of the one-time adjustments, we are anticipating a budget deficit for the amended budget which differs from the neutral preliminary budget previously approved by the Board.

The amended budget will be presented at the February 27, 2024, Board of Education meeting.

Fuel Up! – Update

Rick Bloudell – Manager of Community Projects and Partnerships
February 13, 2023



New
Westminster
Schools

Items

- 1. OVERVIEW – FEEDING FUTURES FUNDING**
- 2. THE LUNCH LADY**
- 3. SURVEY**
- 4. DATA – PAID AND SUBSIDIZED LUNCHES**
- 5. SUBSIDIES**
- 6. BUDGET**
- 7. NEXT STEPS**
- 8. QUESTIONS AND DISCUSSION**

Feeding Futures

- Provincial investment of \$214 million over 3 years
 - New Westminster Schools receives \$826,000/year
- Driven by food insecurity and how that negatively impacts a child's academic and health outcomes
- New Westminster Schools has served as a leader and model as districts undertake lunch programs



The Lunch Lady Highlights

- **IMPROVEMENT IN CUSTOMER SERVICE AND DELIVERY**
- **EFFICIENT ORDERING SYSTEM**
- **EXTREMELY RESPONSIVE TO FEEDBACK, SUGGESTIONS, AND INQUIRIES**



Survey Feedback Themes

JANUARY 2023

- APPRECIATION FOR THE PROGRAM (CONVENIENCE & FOOD SECURITY)**
- DESIRE FOR SYSTEM IMPROVEMENTS**
 - Communication with Simply Foods
 - Timely refund processing
 - Timely district data and menus
- REQUEST FOR MORE VARIETY (DIETARY, CULTURAL)**
- REQUEST FOR MEALS THAT APPEAL TO STUDENTS**
 - Simple foods (Veggies and Dip)
 - Quality

NOVEMBER 2024

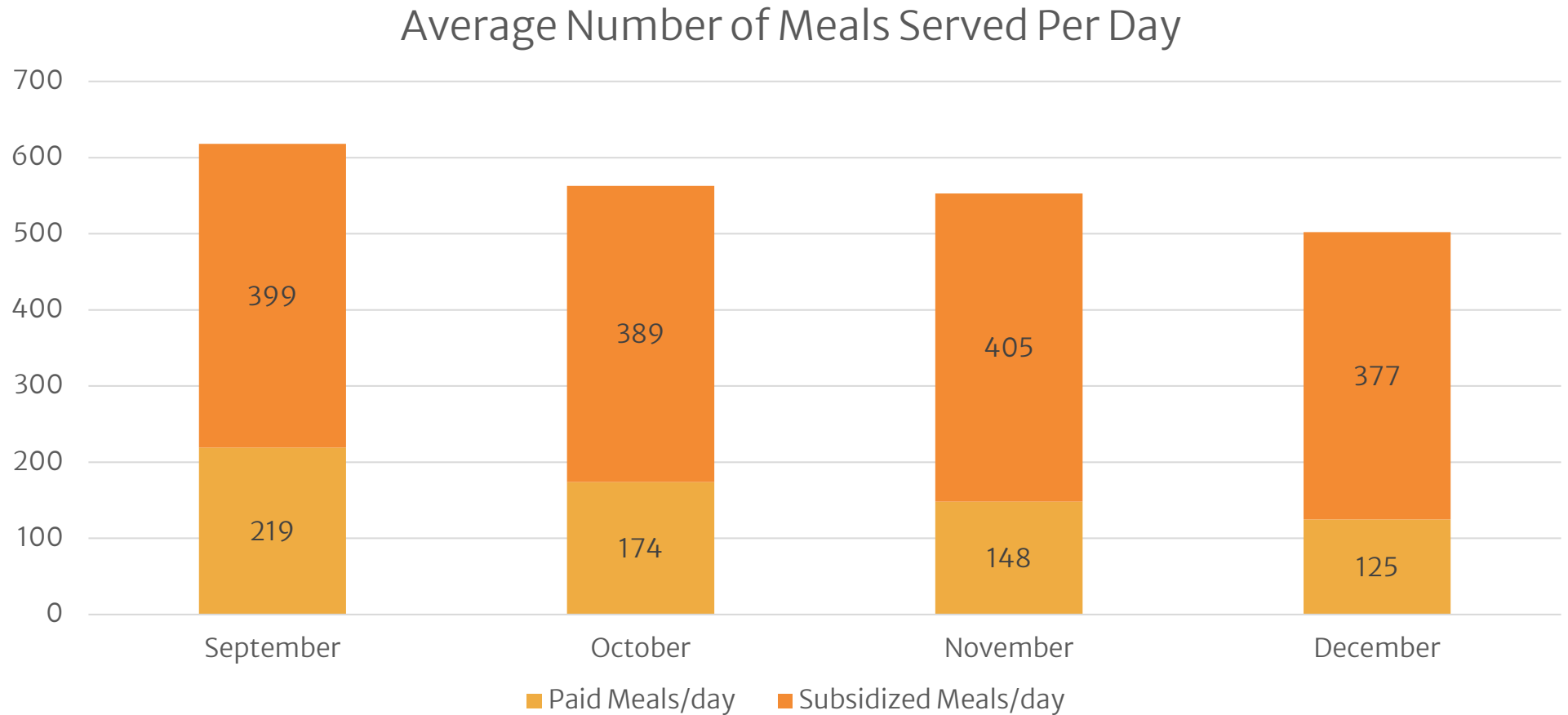
- APPRECIATION FOR THE PROGRAM (CONVENIENCE & FOOD SECURITY)**
- GRATEFUL FOR HALAL OPTION**
- REQUEST FOR INCREASED QUANTITY**
- REQUEST FOR MORE VARIETY**
- DESIRE FOR MEALS THAT APPEAL TO STUDENTS**
 - Variety of fruits and vegetables
 - Improve quality/taste

Survey Action Items



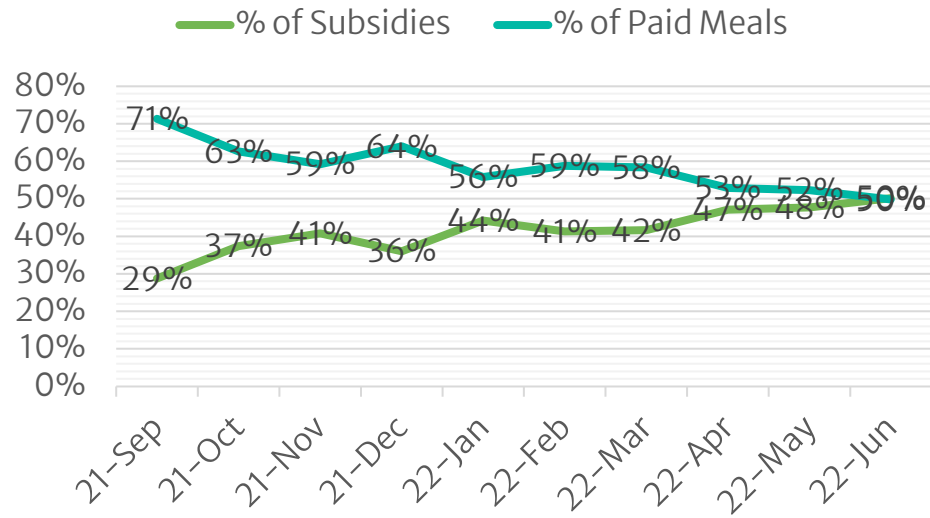
- **INCREASED PORTION SIZES FOR SEVERAL MEAL ITEMS**
- **A WIDER SELECTION OF SAUCES MADE WITH BLENDED VEGETABLES**
- **REPLACING STEAMED VEGETABLES IN SOME MEALS WITH FRESH VEGETABLES SERVED WITH RANCH DIP**
- **NEW COLD WRAP OPTIONS**
- **A LARGER VARIETY OF FRUIT OPTIONS**

Program Data 2023-24

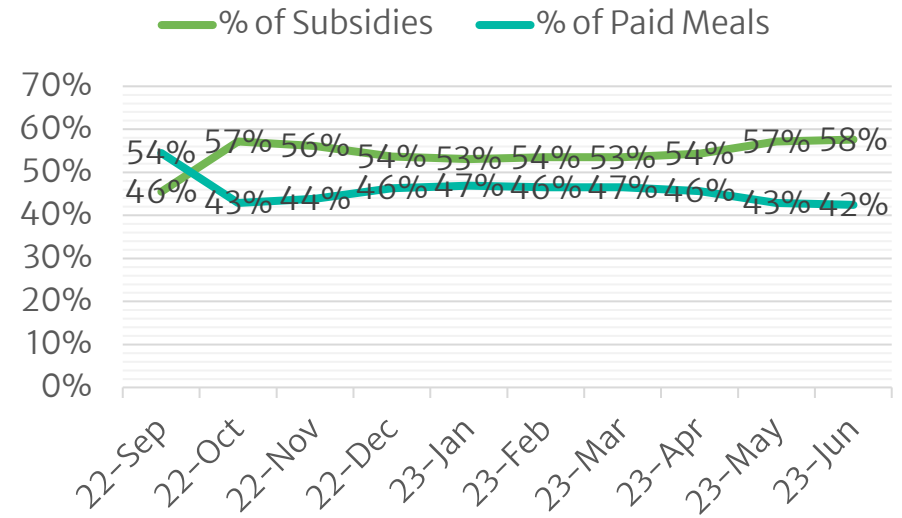


Subsidies

Type of Student's Access by Percent of Total 2021-2022



Type of Student's Access by Percent of Total 2022-2023



As of December 2023:
Subsidized access has reached 75%

Subsidies

- This school year, we received 710 subsidy applications
 - In June 2023, there were 550 students on the list
- Principals have relied on their subsidy lists to provide additional support to those families. However, the lists have grown so large at some of the schools that they no longer can be relied upon.
 - Clearly, there has been a growth in overall need
 - We will continue to have families reapply for subsidies on an annual basis to ensure the list is current and accurate

Budget

Category	Actual Expense (Jan 31, 2024)	Projected Expense (June 30, 2024)	Budget	Over/Under Budget (Projected)
Subsidies	218,002	595,624	508,018	- 87,606
Breakfast/ Snack Programs	10,029	45,100	83,500	38,400
Tier 3 Supports	89,317	128,040	150,000	21,960
Small Appliances	9,853	9,853	15,000	5,147
Food for Outreach/ Programs	2,475	10,000	20,000	10,000
Staffing	36,782	65,414	50,000	-15,414
Totals	366,458	854,031	826,518	-27,513

Where to next?



Enlist the school communities for continued feedback



Monitor the Feeding Futures budget and plan for the future



Examine ways to better target students who face the greatest needs

Questions and Discussion



Board 2024 Advocacy Plan (DRAFT FOR DISCUSSION)

Strategic Plan

We are proud of the work of our District focused on achieving the strategic priorities in our 2019-2024 Strategic Plan. Those priorities were developed after extensive and wide consultation with our community and inspired by our Vision --- A place where students love to learn. Our strategic priorities:

- *Transform the student experience*
- *Build meaningful relationships*
- *Lead into the future*
- *Ensure full participation in learning*

Annual Board Self-Assessment and strategic plan implementation

The board retained BCSTA trainer and facilitator Rick Price to lead a board reflection, during summer 2023. Trustees reflected individually on several aspects of board governance effectiveness, including

- knowledge of the board's oversight role
- strengths of the district, and the board
- challenges facing the district, and the board
- board's oversight of Superintendent and senior staff
- knowledge of strategic plan
- alignment of structures, policies and processes with strategic plan
- use of data and evidence in decision-making
- independence from outside groups or political pressures
- having difficult conversations while maintaining a disciplined, respectful tone
- having a consistent protocol for handling expressions of concern from the public

The board gathered early in September 2023 with the consultant and senior staff to review compiled results. One concern that emerged was the desire for bigger picture advocacy, particularly around education funding.

The Board met again in November 2023 to review its Objectives and Key Results related to implementing the district strategic plan. Focusing on its advocacy role, the board reviewed recent advocacy efforts against critical district needs. The board prioritized areas of focus, and ways to have the most impact. This advocacy plan is the result of these conversations, and is intended for the 2024 calendar year.

Advocacy Plan framework

The board's role includes advocacy for public education and the needs of our district.

This work is outlined in Policy 2 *Role of the Board*:

Political Advocacy

The Board shall

- 5.1 Make decisions regarding BCSTA and BCPSEA issues
- 5.2 Advance District positions and priorities through relevant provincial organizations and associations
- 5.3 Act as an advocate for public education and the District
- 5.4 Develop an annual plan for advocacy including focus, key messages, relationships and mechanisms
- 5.5 Promote regular meetings and maintain timely, frank and constructive communication with locally elected officials including representation on municipal committees
- 5.6 Arrange meetings with elected provincial government officials to communicate and garner support for education

The School Act also sets out a co-governance relationship between the Ministry of Education and school districts and requires a positive and collaborative working relationship.

As its highest priority, the board is currently recruiting a future superintendent. The district's reputation and strong working relationship with the Ministry of Education are important assets to protect as we continue to maintain the districts' positive reputation within the education sector.

Advocacy Goals 2024

The Board identified the following goals we want to achieve through advocacy.

1. **Raise awareness of the need to increase basic per student funding** from the Province of BC to adequate levels, to be able to meet the full range of student needs
2. **Expedite approval of capital funding** to fulfill our long range facilities plan and manage exploding enrollment
3. **Secure capital funding needed to begin equipping schools for the demands of extreme weather and climate resilience**, starting with cooling infrastructure
4. **Increased funding from the Province of BC to meet needs of diverse and ELL students**
5. **Increase access to adequate mental health supports** for students, including staff training, support from provincial ministries and the health region
6. **Expand access to child care for district families, and increase district readiness for shared responsibility of child care responsibilities**

Objectives and Tactics

1. INCREASED BASIC PER STUDENT FUNDING

GOAL: To raise awareness of the need to increase basic per student funding from the Province of BC to adequate levels, to be able to meet the full range of student needs

OBJECTIVES:

- To raise awareness and identify the impact of underfunding
- To get support of local provincial elected officials
- To collaborate with partner organizations at district levels
- To get support from other school districts
- To engage families in advocacy
- To continue to build confidence in public education and the district

TACTICS:

- Direct staff to provide a report about budget pressures and the amounts the districts funds over and above provincial formulas
- Request meeting with representatives of CUPE 409, New Westminster Teachers Union, Principal/Vice Principals Association and DPAC to invite their participation and understand their advocacy priorities and capacity
- Briefing with New Westminster MLAs on the pressures faced by schools
- Develop a communications and engagement plan for families and the community
- Bring forward a resolution to BC School Trustees Association on Increased Per Student Funding
- Engage BC School Trustee Association Metro Branch

2. CAPITAL PROJECTS - NEW SCHOOLS AND SPACES

GOAL: **Expedite approval of capital funding** to fulfill our long range facilities plan and manage exploding enrollment

OBJECTIVES:

- To continue to demonstrate the urgency of the capacity crisis in New Westminster
- To ensure that the Ministry of Education's Capital Branch provides a mechanism to fund purchase of air space parcel in new developments
- To ensure that schools / school sites and child care sites is a priority in the City of New Westminster's Official City Plan and ongoing planning work
- To continue to build confidence in public education

TACTICS:

- Support Chair’s regular meetings with New Westminster MLAs and staff to ensure they are familiar with the needs and priorities of the district and status of current projects
- Continue regular Joint City and School Board Working Group meetings focused on understanding district enrollment growth, gaining support for capital projects needed to fulfill our Long Term Facilities Plan as well as address short term capacity issues, and facilitate the most efficient processes to move through the development process in capital projects
- Continue School Board and City Council meetings at least twice annually to ensure district needs are understood by municipal government
- Send correspondence from the board about the need for a funding mechanism for air space parcel purchasing
- Support Trustee participation on the BC School Trustees Capital Working Group
- Engage BC School Trustee Association Metro Branch
- Continue to engage community partners and the public on our capital crisis

3. CAPITAL PROJECTS – CLIMATE RESILIENCY AND EXTREME WEATHER

GOAL: To secure funding needed to equip schools for the demands of extreme weather and climate resilience, starting with cooling infrastructure

OBJECTIVES:

- To receive funding for NWSS cooling infrastructure which has been initiated by the district in order to be in place for summer of 2024
- To receive funding to increase the capacity of Skwo:wech Elementary School to provide cooling

TACTICS:

- Focus on climate resilience in our Minor Capital Project requests
- Include climate resilience projects in update meetings with provincial MLAs
- Engage BC School Trustee Association Metro Branch

4. DIVERSE LEARNERS / ELL STUDENTS

GOAL: Increased funding from the Province of BC to meet needs of diverse and ELL students, either as targeted funds or as part of increased per student funding.

OBJECTIVES:

- To understand the current wait times for assessments and services within the District
- To understand the unmet needs of families
- To understand how much out of pocket expenses (assessment, professional services including counselling, Occupational Therapy, tutoring, etc.) families are expending to meet the needs of their learner
- To raise awareness of the needs of ELL students

TACTICS:

- Engage families as part of the next phase of work in our delivery of inclusive education
- Invite community organizations with relevant expertise to brief the Board Education Policy & Planning Committee
- Support Trustee participation in the BCSTA Metro region's ELL Consortium

5. MENTAL HEALTH

GOAL: Increase capacity to provide adequate mental health supports for students, including staff training, support from provincial ministries and the health region

OBJECTIVES:

- To engage staff to understand increasing rates of mental distress and serious behaviour c among some learners
- To engage families to understand how much out of pocket expenses (assessment, professional services including counselling, Occupational Therapy, tutoring, etc.) families are expending to meet the needs of their learner
- Learn about pressing needs from relevant service delivery and advocacy organizations

TACTICS:

- Examine results of Student Wellness surveys conducted within the district and brought to the board in February
- Discuss with DPAC and PACs ways to engage families
- Learn about pressing needs from relevant service delivery and advocacy organizations
- Identify relevant organizations to provide updates on current and future services and to better understand the state of mental health with school aged children

6. CHILD CARE

GOAL: **Expand access to child care for district families, and increase district readiness for shared responsibility of child care responsibilities**

OBJECTIVES:

- To continue to secure funding for increased child care spaces on school sites
- To clarify expanded, shared responsibility between Ministry and school districts for child care
- To ensure we are equipped and resourced to meet expectations of families

TACTICS:

- Send correspondence to the Ministry of Education and Child Care about child care capital and operating needs and shared responsibility
- Continue to engage in conversations about child care with BC School Trustees Association and Metro Branch
- Continue to prioritize child care expansion in new capital projects
- Include child care project updates in meetings with provincial MLAs
- Pursue opportunities to convene relevant levels of government and child care providers and collaborate on meeting the child care needs of working families for all ages of care