

BOARD OF EDUCATION
SD NO. 40 (NEW WESTMINSTER)
COMMITTEE OF THE WHOLE MEETING
AGENDA

Tuesday, May 13, 2025

5:30 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>Adoption of the Agenda</u>	5:30 PM	
	Recommendation: THAT the agenda for the May 13, 2025, Committee of the Whole meeting be adopted as distributed.		
2.	<u>District Presentations</u>		
3.	<u>Delegations</u>		
4.	<u>Correspondence</u>	5:35 PM	
5.	<u>Reports from Senior Management</u>		
a.	Annual Facilities Grant Plan (M. Brito)	5:40 PM	2
b.	International Program Report (T. Gee)	5:50 PM	3
c.	Sanctuary Schools Report (L. Nichol)	6:05 PM	11
6.	<u>Question Period (15 minutes)</u>	6:15 PM	
	<i>Questions to the Chair on matters that arose during the meeting.</i>		
7.	<u>Notice of Meetings</u>	6:30 PM	
8.	<u>Adjournment</u>	6:30 PM	

PROPOSED 2025/2026 AFG EXPENDITURE PLAN		
ACCESSIBILITY UPGRADES	TOTAL	SUB TOTAL
Change knob handles to lever locks (various sites)	\$ 85,000.00	
		\$ 85,000.00
ELECTRICAL UPGRADES		
Access control (various sites)	\$ 80,000.00	
QEE lighting upgrade to LED	\$ 250,000.00	
		\$ 330,000.00
EXTERIOR WALL SYSTEM UPGRADES		
Facility Envelope Condition Assessment (various sites)	\$ 35,000.00	
Paint exterior school	\$ 150,000.00	
Replacement of cladding of 2 modulars	\$ 150,000.00	
		\$ 335,000.00
HVAC UPGRADES		
Duct cleaning (Various sites)	\$ 40,000.00	
		\$ 40,000.00
INTERIOR CONSTRUCTION UPGRADES		
Class reno for enrollment growth	\$ 25,000.00	
QEE flooring replacement	\$ 40,000.00	
QEE interior reno	\$ 140,352.00	
Drywall Tweedsmuir storage room	\$ 25,000.00	
Redo Qayqayt gym floor, sand and redo lines	\$ 25,000.00	
		\$ 255,352.00
PLUMBING UPGRADES		
Connaught exterior permit drainage	\$ 60,000.00	
Tweedsmuir exterior perimeter drainage	\$ 140,000.00	
		\$ 200,000.00
ROOFING UPGRADES		
Spencer expansion joint for underground parking	\$ 30,000.00	
Roof replacemnet on one portable	\$ 30,000.00	
Install anti slip grip on all portable ramps	\$ 35,000.00	
		\$ 95,000.00
SITE UPGRADES		
Site prep for portable placements	\$ 245,000.00	
Softfall for playgrounds	\$ 50,000.00	
		\$ 295,000.00
TOTAL	\$ 1,635,352.00	\$ 1,635,352.00

Success from 2024 - 2025



- ❖ New Agents in Czech, Taipei, Spain, Thailand
- ❖ Increase in countries with graduating students
- ❖ NWSS Band trip funding assistance from BCCIE
- ❖ Increased student engagement in trips/activities
- ❖ Formation of Exchange Program between NWSS & Sendai Ikuei, Japan

FTE: 2024/25 to 2025/26

2024-2025

- o FTE Goal: 160
- o FTE Actuals: 168.5
 - Incl. 5 FTE from 2024 Summer Program
 - Not including tuition from summer school

2025-2026

- o FTE Goal: 180
- o Actuals: 142.5
 - o Not including second semester students
 - o Not including:
 - o FTE from summer program
 - o FTE from summer school tuition
 - o FTE from new Chinese School Arrangement

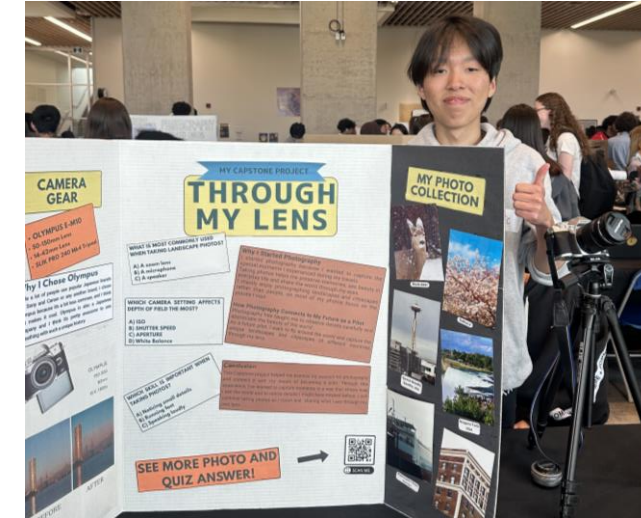
Country	2024-2025	2025-2026
Albania	1	
Australia	0.5	0.5
Bangladesh	0.5	
Bolivia	1.5	0.5
Brazil	3	7
China	28.5	27.6
Czech Republic	2	4.5
France	0.5	
Germany	15.5	12
Hong Kong	5	4
Italy	19.5	18
Japan	41.3	31.6
Korea	8.5	6
Mexico	4	3.5
Philippines	1	1
Poland	1	
Spain	12	12.5
Taiwan	2	2
Thailand	4	2
Uzbekistan		1
Vietnam	11.5	8.5
Grand Total	162.8	142.2

*data collected May 8, 2025



2026 - 2027 Goals and Objectives

- FTE Goal: 180
- Maintain numbers from Japan, Italy, Spain, and Germany
- Build relationships with agents in China, Taiwan, Thailand and Vietnam
- Support our smaller markets to maintain a diverse program
- Increase student enrollment for students not requiring homestay



2026-2027: Key Markets

- Graduating Students (2+ years)
- Students that do not require homestay
- Markets to Maintain and Manage
 - Japan, China, Italy, Germany, Spain, Mexico
 - WEP (Australia, Belgium, Denmark, France, Italy, Norway, Poland, Spain)
- Markets to Maintain and Grow
 - Czech Republic, France, Poland, Taiwan, Thailand, Vietnam



2024 – 2025 Marketing Visits

October 2 – 14: Northern Europe (Trevor)

- IPSEA agent Fair in Frankfurt
- Agent visits in Northern Germany & Belgium
- WEP Student Fair in Paris

October 11 – 20: Northern Italy (Sara)

- Abroad Connection Fair in Bozen
- Agent visits in Northern Italy (Padua, Bergamo, Bolzano, Aosta, Torino, Milano)

October 25 – November 8: China (Eva)

- Agent visits in Hong Kong, Macau, Guangzhou, Kunming, Zhangjiagang
- Agent Fairs in Guangzhou, Nanjing, Changzhou

November 7 - 16: Japan (Trevor)

- Agent and School visits in Tokyo, Nagoya, Osaka, Sendai

November 24 – December 4: Asia (Sara)

- CAPS-I Fair in Taipei and Ho Chi Minh City
- Agents visits in Bangkok and Seoul

March: China (Yiwen)

- Agent and School visits in Shenzhen, Kai Feng, NingBo, Hangzhou, Shanghai, Yinchuan

March 22 – 30: Spain (Sara)

- Agent visits in Barcelona, A Coruna, Santander, Madrid, Alicante

How do our students find us?

1. Word of Mouth
2. Agent Visits and Tours
3. Parent and Family Visits and Tours
4. Agent Fairs
5. Student Fairs
6. Agent Office Visits

Student Fair with Sophie and Sara
Bolzano, 2024



AD Astra Team and Sara
A Coruña, 2025

2025 – 2026 Marketing Visits

September 11 - 23: China (Eva)

- CAPS-I Fair: Shanghai & Beijing
- Agent visits in Hohhot, Beijing, Shanghai, Hong Kong, Macau, Suzhou

September 25 – October 3: Northern Europe (Sara)

- WEP Warsaw Student Fair
- WEP agent visits in Copenhagen, Brussels, Paris

November 3 -13: Japan (Trevor)

- Agent and School visits in Tokyo, Nagoya, Osaka, Sendai

November 19 - 28: Asia (Sara)

- IPSEA Fair in Taipei and Bangkok
- Agents visits in Seoul

February: Czech & France (Sara)

- Czech-US Student Fair and School Tours
- Agent visits in Munich, Landsberg am Lech, Rednitzhembach

April: Mexico (Sara)

- Agent Visits in Mexico City
- School Visits in Chihuahua, Monterrey



Trevor at an Agent Fair
Germany, 2024



Hti Team and Eva
China, 2024



Sara at an Agent Fair
Taiwan, 2024

2025 International Culture Day

Wednesday, May 21

Thursday, May 22

Grand Commons, NWSS



International Program Staff



Mr. Trevor Gee (He/His/Him)
Program Manager-Student Support
日本語 どうぞ



Ms. Sara Dick (She/Her)
Marketing Manager-Student Support
日本語 どうぞ



Mr. Yiwen Zhang (He/His/Him)
Financial Manager-Student Support
中文 粤语 欢迎 歡迎



Ms. Eva Shen (She/Her)
Homestay Manager-Student Support
中文 粤语 欢迎 歡迎



Ms. Naomi Park (She/Her)
Secretary-Interpreter
한국어 환영

SANCTUARY SCHOOLS POLICY REVIEW 2024/25

New Westminster Schools is committed to providing safe and welcoming educational environments for all children living in our community, including those whose families possess precarious immigration status or none at all.

The District has strived to practically apply the provisions outlined in the Sanctuary Schools Policy (the “Policy”) since its adoption in May 2017. The Welcome Centre at New Westminster Secondary School is the most visible representation of our accomplishments so far.

Our goal remains unchanged: Treat every family in our educational community equitably and with respect to ensure we deliver safe spaces for children to learn and grow. We remain steadfast in our belief that we must support every student, regardless of their life circumstances.

ENROLLMENT NUMBERS

When the District centralized registration in January 2021, we introduced a new process to consistently evaluate how many students and families fall under the Policy. Information gathered by the District for this and related purposes is strictly confidential and only shared, when necessary, with a limited number of district administrators and management.

Registration under the Policy from the 2020/21 school year until now is as follows:

- During the 2020/21 school year there were six (6) students (in five (5) families) registered under the Policy.
- During the 2021/22 school year there were thirteen (13) students (in nine (9) families) registered under the Policy.
- During the 2022/23 school year there were twenty-three (23) students registered (in twenty (20) families) registered under the Policy.
- During the 2023/24 school year there are fifty-nine (59) students (in forty-seven (47) families) registered under the Policy.
- At present, during the 2024/25 school year there are seventy-five (75) students (in fifty-eight (58) families) registered under the Policy.

Of note:

- Of the seventy-five (75) students currently registered for the 2024/25 school year:
 - Sixty-one (61) started in September.
 - Three (3) started between October 1 and December 31, 2024.
 - Eleven (11) started since the beginning of January 2025.

- Even as we welcome new families through the Policy, existing students and their families are transitioning out of “Sanctuary Schools” status:
 - Seven (7) students (in six (6) families) who were registered under the Policy voluntarily updated their documentation and immigration status. All seven (7) of these students are still enrolled in the District but are no longer considered to be enrolled under the Policy.
 - Fourteen (14) students (in ten (10) families) registered between the 2020/21 school year and now have withdrawn from New Westminster Schools so far during the 2024/25 school year. Nine (9) of these students (in six (6) families) withdrew to attend school elsewhere in B.C. and five (5) students (in four (4) families) moved out-of-province.

MINISTRY FUNDING

At the time of the September 27, 2024 District 1701 Submission, there were eighty-two (82) students (in sixty-four (64) families) registered under the Policy. We claimed all eighty-two (82) students as part of the District’s 1701 Submission for Ministry funding. This is consistent with our goal to claim all students registered under the Policy after September 27, 2025, for funding in September 2025.

We will work confidentially with families who need time to provide necessary documents for Ministry funding or to satisfy requirements to prove they are ordinarily resident. There have been no school placement delays nor delays in education provided to students whose families require this support.

REGISTRATION PROCESS

The Welcome Centre at NWSS and the District’s Central Registration Department remain effective ways for us to train staff to meet our educational community’s needs.

1.0 Communication

- 1.1 We are continuing to use the documents we updated in 2021 and 2022. This includes the “[Document Guide for Parents and Caregivers](#),” the “Access for All” postcard (available in both [English](#) and [Spanish](#)) on the District website.
- 1.2 The “Access for All” postcard remains available in hard copy at the Welcome Centre and is posted in the office of every school in our District. It is one of the ways the District promotes the Policy.

2.0 Training/Education of Staff

Continuing efforts include:

- 2.1 Thorough training of registration clerks and other staff located in the Welcome Centre.
- 2.2 Education of clerical staff and continued reinforcement of the Policy at clerical in-services throughout the year.
- 2.3 Ongoing FOIPPA training provided to each clerical staff member in the District.
- 2.4 Education of new on-call clerical staff at the time of on-boarding with the District.
- 2.5 Every year in August we speak to the District Leadership Team and the clerical staff about the upcoming school year and include a segment on the Sanctuary Schools Policy.



SUPPORT IN SCHOOLS

We take continuous steps to ensure students have the support needed to succeed when placed in District schools.

- MOSAIC's Settlement Workers in Schools (SWIS) program support newcomer students and their families, regardless of immigration status.
- District staff work alongside the SWIS team to help promote the services they offer, including displaying MOSAIC brochures at the registration desk. The District Communications Manager works with SWIS to develop and update information the District website, including:
 - Expanding information available on the website about services offered when needed.
 - Maintaining existing online SWIS application forms and provide technical assistance with the digital forms platform when needed.
- We provide students confidential access to mental health supports without additional paperwork that other agencies or health providers may require.

LEARNING OPPORTUNITIES

If a problem or challenging case arises, our staff follow this process:

1. The issue is first handled by the Registration Manager.
2. If the Registration Manager cannot find a resolution, the issue is passed to the Associate Superintendent.

To date, all cases have been supported by either the registration team or the Registration Manager.

Our staff have received training on how to respond to enforcement agency requests for information. We will:

- Continue to follow all directives outlined within the New Westminster Sanctuary Schools Policy (Policy 21), including – and critically – **“The personal information of enrolled students or their families shall not be shared with federal immigration authorities unless required by law”**.
- Notify affected families that an agency contacted the District.

CELEBRATING SUCCESSES

- Our staff continue to grow in knowledge and experience.
- More families feel safe and comfortable enough to voluntarily contact us to discuss sensitive topics and/or to share their updated documentation.
- Students successfully placed in a District school and have started classes within two (2) to five (5) days of registration.

REVIEW AND RECOMMENDATIONS

We continue to evaluate interactions between staff and community members to ensure we can support them and meet their needs.

We will:



- Continue to connect students and families with services and supports they may need once they are enrolled.
- Look for opportunities to showcase the Policy's positive impact on the community, while respecting individual and family confidentiality and privacy.
- Ensure the work emerging from the District's Diversity, Equity, Inclusion and Anti-racism (DEIA) efforts consider how we can best serve students and families enrolled under the Policy.

