

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

**Tuesday, May 14, 2019, 7:30 PM
School Board Office
811 Ontario Street, New Westminster**

PRESENT Anita Ansari, Vice Chair
Dee Beattie, Trustee
Danielle Connelly, Trustee
Gurveen Dhaliwal, Trustee
Mark Gifford, Chair
Maya Russell, Trustee

Karim Hachlaf, Superintendent
Maryam Naser, Associate Superintendent
Dave Crowe, Director of Capital Projects
Grant Lachmuth, Black Wolf Consulting
Halena Seiferling, Living Wage for Families Campaign

1. Approval of Agenda

The meeting was called to order at 7:34pm.

Agenda items re-ordered:

New Business: 7a. Living Wage to Presentations 4b.

New Business: 7b. Audit Planning Report to Presentations 4c.

Moved and Seconded

THAT the agenda for the May 14, 2019 Open Operations Policy and Planning Committee meeting be adopted as amended.

CARRIED UNANIMOUSLY

a. Appointment of Superintendent as Acting Secretary-Treasurer

Moved and Seconded

THAT Superintendent Hachlaf be appointed Acting Secretary-Treasurer, to preside over the May 14, 2019 Open Operations Policy and Planning Committee meeting, in the absence of Secretary-Treasurer Morris.

CARRIED UNANIMOUSLY

Correspo

Correspondence was received.

3. Comment & Question Period from Visitors

Nil.

4. Presentations

a. Living Wage for Families Campaign

Halena Seiferling, Living Wage for Families Campaign, and Catherine Ludgate, Vancity Credit Union, provided an overview of the Living Wage initiative.

It was confirmed that there is no cost attached to the certification/re-certification process to be recognized as a Living Wage Employer.

Superintendent Hachlaf thanked Halena and Catherine for attending the meeting.

b. Living Wage

Trustee Gifford introduced the proposed Living Wage for Families and New Westminster Schools.

Trustee Russell shared with the Board her experience with the Living Wage.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminister) to instruct staff to prepare a report, on or before the November 19, 2019 Operations Policy and Planning Committee Meeting, that provides an analysis of the costs and benefits of New Westminister Schools becoming a Living Wage Employer.

CARRIED UNANIMOUSLY

c. Audit Planning Report for the Year Ended June 30, 2019

KPMG Engagement Partner Holloway provided a high-level overview of the External Audit Planning Report.

5. Reports from Senior Management

a. Capital Projects Update

i. New Westminister Secondary School

Director of Capital Projects Crowe and Grant Lachmuth, Black Wolf Consulting, updated the Committee as follows:

x 40-50 trade workers on site, this will increase soon to 70-80 workers.

x Engaging school staff and students to start recycling items that will not transition to the new school site.

x Contract completion date is May 6, 2020. Key civil works coming up with storm/sanitary and water lines between Massey Theatre and Moody Park Arena.

x Foundation and readiness work has been completed. About 35% of

Estimated costs has been completed. Finishing site cleanup. 12.9 0 Td [(t)-6.6 (m)4.

- x Graham Construction has added additional traffic control people to ensure safety for pedestrians, cyclists, students, etc. There have been no concerns expressed by the neighbours.
- x Remainder of paving will start in July and will take about 2-3 months to complete. This is a very complex project, which is divided into 13 stages to cause minimal disruption.

Superintendent Hachlaf confirmed that there will be an opportunity for students to be involved in the naming of spaces at the new NWSS.

ii. Lord Tweedsmuir Elementary School

Director of Capital Projects Crowe provided an update on the Seismic Upgrade Project at Lord Tweedsmuir Elementary School.

Richard McBride Elementary: public consultation on June 5 from 6:30pm to 8:00pm. Presentation to teaching staff will take place before the public meeting.

Herbert Spencer Elementary School: boiler and hot water tank upgrades. Also a complete floor replacement and gym floor.

Glenbrook Middle School: replacing gas-fired roof-top units to hot water.

Lord Kelvin Elementary School: complete boiler and air handler upgrade.

b. Operations Update

i. 2019-2020 Budget - Process Debrief / Overview

Superintendent Hachlaf provided a brief summary of the extensive budget process, which was undertaken in the district to enhance public participation and transparency, beginning in November 2018 with the Student Symposium, Talking Tables in February 2019 and the Long-Range Facilities Review public consultations in April 2019.

Trustee Feedback:

Trustee Ansari

able to discuss the budget prior to the final approval phase. The weeks leading up to that, seemed quite fast.

Trustee Connelly: staff did a great job in explaining the process; an incredible amount of training and orientation has taken place since November; some difficulty in balancing time demands with the budget process with the strategic planning process; she did feel supported and is appreciative of the information and training which was imparted. She would also like to hear feedback from staff about this process.

Trustee Dhaliwal: she also was very appreciative of staff's assistance in helping them understand the budget process. This process has provided a grea

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6. General Announcements

Trustee Ansari will visit Richard McBride Elementary for Electrical Safety Day on May 15 and share safety practices with the students.

Trustees Beattie and Connelly will attend the Metro Trustees' meeting on May 15. Trustees in other districts have asked how the employer health tax will affect budgeting. Superintendent Hachlaf will connect with the Trustees to provide additional information.

Reminder: May Day Celebration on Wednesday, May 22.

7. New Business

Living Wage (Item #7a) and Audit Planning Report (Item #7b) were moved to Item #4 Presentations.

8. Old Business

Nil.

9. Question Period (15 Minutes)

Nil.

10. Adjournment

The meeting adjourned at 9:45pm.