

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

**Tuesday, November 17, 2020, 6:15 PM
Via Webex Livestream**

PRESENT

Anita Beattie, Trustee

Danielle Connelly, Trustee

Gurveen Dhaliwal, Vice Chair

Mark Gifford, Trustee

Bettina Ketcham, Secretary-Treasurer

Maryam Naser, Associate Superintendent

Robert Weston, Executive Director, Human Resources

Dave Crowe, Director of Capital Projects

Kristen Keighley-Wight, Communications Manager

Julie MacLellan, Reporter, New Westminister Record

Marcel Marsolais, President, CUPE Local 409

ii. New Westminster Secondary School

Director of Capital Projects Crowe indicated that the final occupancy permit for the new NWSS has been delayed due to COVID-19 related delays. News will be forthcoming soon of the completion of this project.

b. Operations Update

i. Facilities Report November 2020

Secretary-Treasurer Ketcham indicated that the outdoor learning space site preparation is taking place; the structures will be arriving in the next couple of weeks; outdoor furniture will be purchased for the outdoor learning structures.

ii. October 31, 2020 Financial Report

Secretary-Treasurer Ketcham provided highlights of the October financial reports:

- Revenues: is tracking similar to last year's results; may need to adjust some peripheral items such as community use of facilities; short-term interest as they have been affected by COVID-19.
- Expenses: computer replacement budget has not been used as the refresh cycle focuses on NWSS and those purchases have not yet happened.
 - Professional Development (PD) and Travel - majority of PD is paid out at the start of the year; budget remaining is consistent with prior year results.

i. Special Funds Update - October 2020

Secretary-Treasurer Ketcham reviewed the Special Funds. This document will be a regular addition to future Operations Policy & Planning Committee meetings.

Spending of the COVID-19 related items has accelerated. Many of the expenditures involve cleaning supplies, etc.

It was asked whether the transportation funding promised by the Provincial Government has been received by the District. This funding may have been directly sent to TransLink, the Secretary-Treasurer to confirm.

ii. Estimated Grant Recalculation Based on September 1701

Secretary-Treasurer Ketcham provided highlights of the February 1701 compared to the September 1701.

It was asked what the usual differential is from year-to-year, since each budget year is different, this figure also fluctuates. Overall, given the COVID-19 situation, a differential of 84 FTE is not bad.

Estimated recalculation funding has led to a projected \$91,877 shortfall which is minimal given the overall budget of \$61 million.

When asked, Secretary-Treasurer 0 Td(i)-1 (s)- Tw 6 0 Td

Minutes –

e. Richard McBride Re-naming Consultation and Timeline

Associate Superintendent Naser updated the Board. The first meeting of the Richard McBride Re-naming Committee took place on November 5. A timeline and consultation plans were developed. The committee has reached out to the community, specifically to First Nation and those harmed by Richard McBride.

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No. 40 (New Westminster) approval of the proposed consultation plan and timeline for the renaming of Richard McBride Elementary.

CARRIED UNANIMOUSLY

f. Non-Replacement Data (Staffing & Education Assistants' Absence Coverage)

Executive Director of Human Resources Weston provided highlights:

- District is improving, this year have been able to replace 79.8% teachers; District has been able to retain a healthy-sized roster (for September-October).
- Teachers' absenteeism rate is down compared to last year.
- Nearly identical vacancies as last year; 65% range also no change.
- The District has benefited from the Educational Assistants program where the graduates are now employed with New Westminister Schools.
- The Ministry has reviewed absenteeism rates across the school districts and New Westminister Schools' average is just slightly below the provincial average. This is being closely monitored.

g. Living Wage Update

Executive Director of Human Resources Weston provided an update:

- In 2019, the Board of Education considered this concept and agreed that New Westminister Schools should become a "Living Wage Policy". This will require the following:
 - Monitoring wages paid to suppliers, contractors, external agencies that provide services and products to the District.
 - Modify hours of any employee, or restructure positions in order to modify daily, weekly or annual earnings.
 - To upwardly adjust wages for those casual employees working more than 120 hours (15 days) per year.
 - To require employers who rent or lease property from the employer to pay the Living Wage.
 - To renegotiate any existing and binding contracts with labour service providers.

There is no immediate cost impact to the District as all employees are paid above the living wage (currently set at \$19.50).

Moved and Seconded

THAT the Operations Policy and Planning Committee recommend to the Board of Education of School District No.40 (New Westminister) adoption of a Living Wage Policy, effective April 1, 2021, for employees and direct contract workers employed or engaged by the Board.

CARRIED UNANIMOUSLY

h. COVID-19 Update