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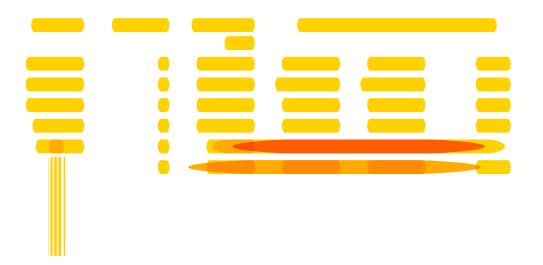
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Name of Grant

Opening Surplus Expected Funding

Expenses

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	0.1250	0.2500	-0.1250			
	99.7500	100.0000	-0.2500			
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School District No. 40 (New Westminster)

CONFIDENTIAL

Supplement to:	OPERATIONS POLICY & PLANNING MEETING
Date:	November 9, 2021
Submitted by:	Robert Weston, Executive Director of Human Resources
Item:	Requiring Action Yes No For Information
Subject:	Living Wage Policy

The Living Wage Policy, has undergone a series of revisions as District staff gain a clearer understanding of who, what, where and when, is required within the policy.

As it nears the final stage of completion, the focus has been on ensuring that all definitions are captured and that the estimated value of work by Service Providers and/or Sub-Contractors are within the required threshold. When implemented, the Living Wage Policy will require auditing of

maller contracts that are exempt from the policy. Meetings with the Secretary Treasurer, Director of Operations, and Director of Capital Planning in the coming weeks will solidify these last details. It is anticipated that the draft policy will be ready for presentation to the Board in January 2022. Following which, it will be submitted for approval by The Living Wage for Families organization.

It should be noted that on November 2nd, 2021, Living Wage for Families BC, indicated a 1.02% increase to the living wage for people living in Metro Vancouver, from \$19.50 per hour in 2019 to \$20.52 per hour in 2021.

The latest draft of th



POLICY MANUAL POLICY XX

Living Wage Policy Employees, Direct Contract Workers & Service Providers

Background

Policy for Employees, Direct

Contract Workers, and Sub-Contractors, is to ensure that all Employees and Direct Contract Workers







procedure, which, by law, enables a student and/or para decision made by an employee of the Board which si or safety of a student. It also provides for decisions mappealed to Superintendents of Achievement.

The failure of an employee(s) to make a detion shall be initiating anappeal.

In the spirit of administrative fairness, the New Westminster members of its educational community to express their que appropriate authority.

It is the position of the New Westminster Board of Education should be preceded by an appropriate consultative and prosuch procedures should in no way constitute a barrier to an New Westminster Board of Education. The Board generally disputes to be dealt with at the point closest to where the disputes shall be from complainant to employee to the emplappropriate District Office administrator, and thence through

- 1. The following decisions shall be deemed to significantly safety of a student:
 - 1.1 Disciplinary suspension from school for a period ir
- Placement in an educational program (Exclosion of fresh is chaselow of fresh condition; preference);) or matters related to school transfer requests and placement in programs of choice. Families wishing to discuss school placement requests are encouraged to contact the Central Registration Office to discuss their specific situation);
- 1.4 Grade promotion or graduation;
- 1.5 Refusal to offer an educational program to a non-graduated student six (s)-2 (hi)-8.(hi2Eood8

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3.3 **OPTIONAL STEP THREE - Appeal Sub-Committee:**

- 3.3.1 As an alternative to the Steps Four and Step Five in the appeals process, the Superintendent or designate, with agreement from the appellant, may refer the matter to an Appeal Sub-Committee consisting of: One (1) Assistant Superintendent or Director of Instruction and two (2) Principals and/or Vice-Principals
- 3.3.2 When an appeal is referred to the Appeal Sub-Committee, the Secretary-Treasurer shall set a time, date and place for this purpose and shall give notice

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- 3.4.1.5 If there is no resolution, the Assistant Superintendent or Director of Instruction will forward all documentation to the Superintendent of Schools
- 3.4.1.6 The Assistant Superintendent or Director of Instruction will ensure that the appellant receives a copy of documentation and appropriate information that is being forwarded to the Superintendent of schools.

3.5 **STEP FIVE**:

3.5.1 The Superintendent of schools will gather all information relevant to the appeal and will meet with the appellant to resolve the appeal. If there is no resolution, the Superintendent of schools will notify the Board Chair that the appellant requests to take the appeal to the Board of Education.

3.6 **STEP SIX**:

- i. The Board of Education will receive and review information pertaining to the appeal as follows:
 - 1. The Superintendent shall provide the Board of Education with all documentation and appropriate information with an explanation of the steps in the appeals process undertaken.
 - 2. The Board of Education, after reviewing the pertinent information and documents surrounding the decision, shall decide if an appeal hearing is appropriate.
 - 3. If an appeal hearing is deemed not to be appropriate, the Board of Education or designate will notify in writing the appellant and the employee(s) whose decision is being appealed of the reasons for that decision.
 - 4. If an appeal hearing is granted, the Board of Education will notify in writing the appellant and the employee(s) whose decision is being appealed of the time and date that it is to take place. In the case of a hearing, reasonable time limits must be given to both the appellant and the employee(s) whose decision is being appealed. Opportunity must be given to the appellant to have his/her story heard and to ensure that all relevant information has been considered.
 - 5. As in all previous steps in the appeals process, the appellant may be accompanied by a support person of their choice and the employee(s) whose decision is being appealed may bring union representation where applicable. Where language may be a barrier, interpretation services may be provided upon request.

6.

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NOTICE OF APPEAL

This form constitutes a written notice of appeal and must be completed in full and submitted to the Superintendent. Appellants should read our Policy 13 – Appeals Bylaw prior to completing this form. Upon receipt of the Notice of Appeal form (Step 6), the Superintendent will inform the appellant in writing of the steps in the appeal process.

Assistance in filling out this form is available upon request from the New Westminster School Board Office by calling 604 517 6240.

1.



NOTICE OF APPEAL

School District No. 40



NOTICE OF APPEAL

School District No. 40

COVID-19 Update Operations Committee



New Westminster Schools: COVID-19 Notifications (October 7 –November 3, 2021)

Fraser Health Aggregate Data: September 7-October 28

Table 1: Case counts 12 school districts in FH Region

SD	Under 11	12 to 18	19+
40 New Westminster Schools	30 (2.2%)	12 (3.3%)	<5 (<2.5%)
Total (all SDs)	1380	366	198

Table 2: Number of clusters by SD & school category

SD	# Clusters
40 New Westminster Schools	3 (2.7%)
Total (all SDs)	112 (+ 1 outbreak)