
of the week. In May 2023, the District sent out a notification to the community within a two-block radius of NWSS notifying them that there would be increased traffic in the area. Crowe noted that they had received little feedback from this notification. Recycling and the reuse of materials continues where feasible, and there have been no safety incidents on site.

b. Operations Update

i. Facilities and Finance Report (M. Brito & A. Grey)

Matt Brito, Director of Facilities and Operations highlighted key points: The City has approved the building permits for the Tweedsmuir and Howay daycare portables. The installation of the underground utilities is underway at Tweedsmuir and is expected to be completed by next week. The portable supplier has informed the District that the portables will be built and ready for installation in late August with the playgrounds and fencing installed in September; they anticipate that all connections to the portables to be completed by October. The District will then work with the City to acquire portable occupancy, followed with the daycare provider acquiring occupancy with Fraser Health. A heat pump was installed at Glenbrook during spring break; a transformer will now be installed to step up the power in the heat pump, which will allow the heat pump to be operational by September. Future

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- d. 2023-2024 Preliminary Budget (B. Ketcham)
- i. Secretary-Treasurer Ketcham provided the following highlights of the 2023-24 Annual Budget.
- *District Office Restructuring*: Ketcham shared that the VP of Early Learning tendered her resignation. The District tends to restructure this particular position, and the District will now look for an internal candidate to take a .4 FTE for early literacy to fill the gap left in the vacancy. This change will provide savings of \$116K; the total efficiencies identified as a result of this change is \$241K.
 - *Priority EA and TTOCs (5 of each)* - the increase in funding has increased the support from 3 to 5 EA and TTOCs.
 - *Additional Supervision at NWSS*: the initial proposal was for four, 4-hour noon hour supervisors which had an incremental increase of \$23K. Based on feedback and reconsiderations, they will now keep 2 of the 4 noon hour supervisors at the four-hour position. They are going to take 2 youth child care workers at 6-hour positions each. These new postings will come at an additional cost of roughly \$70K; the investment of additional supervision at NWSS will now jump to \$92K.
 - *EA Lunch Relief and Supervision (4 hour) - 6 sites*: an additional site has been added which will bring the total investment to \$177K. Ketcham noted that the location of these positions will be guided by the number of EAs at each site.
 - *Director of Secondary Programs Restructuring (savings)*: this item represents a savings from our previous strategy of a second secondary principal or the dual P-model at NWSS. Superintendent Hachlaf did announce recently the leadership addition of Pam Craven to the NWSS team, as the new director of instruction for secondary programs. The District will be posting a new part-time VP position for alternate education which will include a teaching component to fill the void as a result of Pam's new role. Ketcham noted that there will be a savings relative to the original direction, but a net increase overall due to the additional leadership within the District.

ii. 2023-24 Budget Companion Guide

Secretary-Treasurer Ketcham stated that the 2023-2024 Budget Companion Guide which was included in tonight's package highlights the budget process, the changes that were made within the budget, and the priorities they have supported this year.

e. LRFP Update (Verbal) (B. Ketcham)

Secretary-Treasurer stated that the Trustees would receive a draft copy of the LRFP document 0 Td()2602 6 (.6v905-t)-2 (r)-6 22.467.5 (c)-2.1 T.68()J-0.013 Tc 0o935 0 Tc

communication between the last Board meeting of the year that is typically held at the beginning of December, and the Board meeting that is typically held at the end of January. Ketcham highlighted the alignment of the Education and Operations Policy & Planning Committee meetings to the various timely reports due within the 2022-23 Board Annual Workplan.

Trustee Russell noted that the Student Learning and Student Welfare Accountability Report has been moved from the Education Policy & Planning Committee to the Open Board meeting. The Board felt that this report is amongst the most important that they receive in the year, and therefore, warrants more public scrutiny.

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 Board Annual Workplan for the 2023-24 school year.

CARRIED UNANIMOUSLY

4. **General Announcements**

Trustee Beattie requested that the Board of Education send flowers and their condolences to former SD 40 Trustee James Janzen and his family in the passing of James wife MaryAnne Janzen (library technician at NW Library).

6. **New Business**

Nil.

7. **Old Business**

Nil.

8. **Question Period (15 Minutes)**

Questions directed to the Chair on matters that arose during the meeting
Please refer to the meeting video at [1:22:20 hour mark] for full comments.

9. **Adjournment**

The meeting adjourned at 8:04 pm.