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

Tuesday, October 10 , 2023, 6:30 PM

In-person & Via Zoom Link

PRESENT	Danielle Connelly, Committee Chair Maya Russell, Trustee Gurveen Dhaliwal, Trustee Cheryl Sluis, Trustee Elliott Slinn, Trustee Marc Andres, Trustee	Karim Hachlaf, Superintendent Bettina Ketcham, Secretary-Treasurer Maryam Naser, Associate Superintendent Robert Weston, Executive Director Human Resources Amy Grey, Assistant Secretary-Treasurer Dave Crowe, Director of Capital Projects Matt Brito, Director of Facilities & Operations Laura Goodman, Recording Secretary
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Members of the Public
Kristie Oxley, NWTU President

Committee Chair Connelly recognized and acknowledged 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.

ADDITIONAL INFORMATION: Moved and Seconded

THAT the agenda for the October 10, 2023 , Operations Policy and Planning Committee meeting be adopted as distributed.

CARRIED UNANIMOUSLY

2. PRESENTATIONS

Nil.

3. CORRESPONDENCE

Nil.

4. COMMENT & QUESTION PERIOD FROM VISITORS

Kristie Oxley, NWTU President

x Kristie noted that their District Facilitator Team members had been temporarily redirected to cover the newly created teaching positions due to the teacher shortage.

- x Phase two projects: The Queensborough Middle School roof has been completely redone. The mechanical reheat projects at Glenbrook Middle and Herbert Spencer Elementary schools are more efficient as they allow room temperatures to be controlled.

Assistant-Secretary Treasurer Grey provided an update.

- x The payroll team has been working diligently with their September startup and onboarding new staff. Grey noted that there has also been a large number of Ministry & Other Submissions for September 2023. For more information, please refer to the Operations Update in the OPPC Agenda package.

ii. Technology & Information Services (TIS) (M. Naser)

- x Associate Superintendent Naser provided an update and stated that September had been a busy month with providing IT access to new staff and students; updating and refreshing their accounts and passwords.
- x Wi-Fi Access: Naser noted that the TIS team had made a number of improvements to the Wi-Fi Networks over the summer which included a number of system upgrades such as tightening security, and simplifying the initial network connection configuration which has improved the overall Wi-Fi access and performance for staff and students.
- x Bandwidth: TIS Team has adjusted the number of guest machines that can be on the network; and hope this will cut down on the traffic and bandwidth. The District is providing students with login access, and they do not anticipate issues with bring your own device that have to do with bandwidth access and a slow Wi-Fi access. Naser will continue to provide updates as the TIS team continues to monitor bandwidth. There are no concerns at the schools at this time re: Wi-Fi, and two TIS members will continue to work with staff to provide loaner devices and cart devices that they have available. A planned upgrade to their servers within their data centres will be completed over the next several months.

c. Enrollment and Staffing Update (M. Naser and R. Weston)

Associate Superintendent Naser provided the annual staffing and enrollment numbers for the 2023-2024 school year.

Highlights:

- x Naser noted that District school enrolment continues to grow and has done so over the last 3 years; in some schools quite dramatically. The enrollment numbers at Lord Kelvin, Lord Tweedsmuir, Skwo:wech, Qayqayt, FRMS and NWSS are significantly up; with Glenbrook school being down since last year. The majority of District schools continue to experience a number of pressures in a number of areas such as staffing, student population and student needs.

Other Programs & Alternate Programs:

- x Hume Park (HLP) – FTE is now at 101; lower than this at the beginning of this year; albeit down from last year.

Special Programs:

- x Special education, Inclusive education, and Funded categories (e.g., recognized by the Ministry of Education and Child Care) have all shown an increase in growth.

e. NWSS Capacity Creation Strategies (B. Ketcham)

Secretary-Treasurer Ketcham provided an update further to the one provided on September 26, 2023 at the Regular Open Board meeting at which time staff indicated that NWSS continues to face capacity pressures. Ketcham spoke to the following options which have been considered by the Board of Education, and which staff continue to work on in order to identify space to create capacity for the 2024-2025 school year and beyond.

Timetable Modifications: Murray McLeod (Principal) and Pam Craven (Director of Instruction) at NWSS presented their report re: 'Timetable Exploration' earlier today at the Education Policy and Planning Committee meeting.

Other Strategies include: 1). Exploring the use of portable loe e

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