SCHOOL DISTRICT NO. 43 (COQUITLAM)
BOARD OF EDUCATION MINUTES

REGULAR PUBLIC BOARD MEETING
DISTRICT OFFICE, BOARD ROOM

TUESDAY, JUNE 18, 2024

Our mission is to ensure quality learning opportunities for all students of all ages.

PRESENT

Chair:	Michael Thomas
Vice Chair:	Carol Brodie
Trustees:	Jennifer Blatherwick
	Chuck Denison
	Kerri Palmer Isaak
	Lisa Park
	Christine Pollock
	Craig Woods
Regrets:	Zoë Royer
Administration:	
Superintendent of Schools/CEO	Patricia Gartland
Secretary-Treasurer/CFO	Randy Manhas
Assistant Superintendent	Anthony Ciolfitto
	Paul McNaughton
	Nadine Tambellini
	Stephen Whiffin
	Robert Zambrano
Executive Director, Facilities and Planning	Ivano Cecchini
Assistant Secretary-Treasurer, Corporate and Financial Services	Nita Mikl
Recording Secretary	Nicole Schenato

CALL TO ORDER

Michael Thomas, Chair, called the meeting to order at 7:01 p.m.

ACKNOWLEDGEMENT OF TERRITORY

The Acknowledgement of Territory was expressed by Trustee Denison.

STATEMENT REGARDING NATIONAL INDIGENOUS PEOPLES' DAY

Chair Thomas read a statement on behalf of the Board of Education regarding National Indigenous Peoples' Day on June 21, 2024.

ACCEPTANCE OF AGENDA

a) Acceptance of Agenda

The Chair asked if there were any additions or deletions to the agenda. It was requested to remove item C(b) Gates Park Improvements and add item L(b) Trustee Blatherwick Leave of absence request, to the agenda.

PALMER ISAAK/ POLLOCK moved acceptance of the agenda.

Question was called. MOTION CARRIED UNANIMOUSLY

INTRODUCTIONS

a) Partner Groups

b) DLT

The SLC, DPAC, CTA, CUPE 561, and CPVPA representatives in attendance were recognized. The DLT members in attendance introduced themselves.

DELEGATIONS/ PRESENTATIONS

a) Student Leadership Council – Accomplishments for the Year

Alina Wang, Mason Mattu, and Arya Ghag, SLC, Tri-Chairs presented a summary of SLC activities and achievements over the 2023-2024 school year, including the theme for the year, monthly meeting themes, the year-end carnival, student leadership conference, along with the goals for the future of SLC.

Trustee questions regarding student led data, branching to the elementary schools, potential growth of SLC members at the secondary sites, and fostering connections were responded to.

EDUCATION

There were no education matters to report.

APPROVAL OF CONSENT AGENDA

The Chair asked if there were any amendments to the consent agenda, which included the following items:

a) Approval of May 14, 2024 Regular Board Meeting Minutes
b) Trustee Calendar Planning Report for Information
c) Trustee Reports for Information
d) Update on Administrative Procedures Review

PALMER ISAAK/BRODIE moved approval of the consent agenda.

Question was called. MOTION CARRIED UNANIMOUSLY

A copy of the Trustee Reports is attached to the official minutes.

RESPONSE TO PREVIOUS DELEGATIONS

There were no responses to previous delegations.

DISTRICT STAFF REPORTS

a) Superintendent Report

i) News & Events

Patricia Gartland, Superintendent, provided a report on news and events. The Superintendent elaborated on various events that occurred throughout the district including the current City of Port Coquitlam and City of Coquitlam Hall of Fame inductees.

Chair Thomas congratulated SLC Tri Chair, Mason Mattu for receiving City of Port Coquitlam Volunteer of the year award.

A copy of the Superintendent's News & Events report is attached to the official minutes.

ii) Superintendent's Update

Patricia Gartland, Superintendent, provided an update on initiatives and events in the district, including Artificial Intelligence framework, high performance assistance of tomorrow, early intervention initiative funding from the Ministry of Education for literacy as the focus, and wished the staff and students a healthy and happy summer.

b) Secretary-Treasurer Report

i) Year End Financial Position

Nita Mikl, Assistant Secretary-Treasurer, reviewed the year-end financial position, which includes a forecasted surplus of approximately $10.63 million, inclusive of using $3.75 million of prior year surplus that has been included in the current year budget. Ms. Mikl explained that revenues were higher than anticipated in the amended budget. The operating expenses are trending to be either below budget or on budget. Ms. Mikl also provided an overview of the allocation of surplus funds as per *Policy 23 – Accumulated Operating Surplus*.

Trustee questions and comments regarding the allocation of funds for business system initiatives, the need for contingency for the cost of uncertainty, and Unfunded Capital Initiatives/ Local Capital were responded to.

A copy of the Year End Financial Position memo is attached to the official minutes.

ii) Enterprise Risk Management Update

Randy Manhas, Secretary-Treasurer, highlighted the risks that have been elevated, those have been lowered, and those that were removed this year.

Trustee questions and comments regarding cyber securities, staffing stabilization reserves, and staff mental health were responded to.

A copy of the Enterprise Risk Management Update memo is attached to the official minutes.

iii) Energy Management Update

Ivano Cecchini, Executive Director of Facilities, and Adrian Pettyfer, Energy Manager provided a presentation on sustainability and energy management. The district continues to be a leader in energy conservation and environmental stewardship. In accordance with the district's commitment to Green House Gas (GHG) reduction, the Facilities Department monitor our facilities and utilize state-of-the-art methods in energy management to meet our targets. It was noted that the new school being built within the district are built to a LEED Gold Standard with our existing school's continuity being upgraded with a focus on better energy efficiency and sustainability.

Trustee questions and comments regarding Directions 2030, energy conservation, cooling and heating efficiency, reliability of heat pumps, progress on LED lighting conversions were responded to.

A copy of the Energy Management presentation is attached to the official minutes.

UNFINISHED BUSINESS

a) Policy 17 – District Code of Conduct for Students

Stephen Whiffin, Assistant Superintendent, provided a presentation on Policy 17 and recommended to the Board of Education to consider and adopt changes to Policy 17 - District Code of Conduct for Students.

Trustee questions and comments regarding autonomy for teachers, equity, class time boundaries, the use of cellphones as an adaptive device, clarification on the wording in section 8.3 were responded to.

PALMER ISAAK/BRODIE moved that the Board of Education consider and as appropriate adopt changes to Policy #17 – District Code of Conduct for Students.

Question was called. **MOTION CARRIED UNANIMOUSLY**

QUESTION PERIOD

At 8:54 p.m. the Chair opened the floor to questions.

a) Trustees

There were no trustee questions.

b) Gallery

Dave Ginter, former CUPE president made comments unrelated to the agenda.

Megan MacDonald, Parent, Hazel Trembath, sought clarification on interfund transfers and surplus usage and the funding towards playground needs at Hazel Trembath.

NEW BUSINESS

a) Capital Plan Response Bylaw

Ivano Cecchini, Executive Director, Facilities and Planning, spoke regarding the revision of 2024-2025 Annual Five Year Capital Plan previously approved by the Board of Education in June 2023. The revised letter includes Seismic upgrades and a to Dr. Charles Best Secondary, along with the addition for a 12-classroom prefabricated addition.

POLLOCK/ BRODIE moved to hold all three readings and have the three readings, final passage and adoption of the 2024/25 Five Year Capital Plan Bylaw at this meeting.

Question was called. **MOTION CARRIED UNANIMOUSLY**

PALMER ISAAK/WOODS moved first reading of the 2024/25 Five Year Capital Plan Bylaw.

Question was called. **MOTION CARRIED UNANIMOUSLY**

PARK/BLATHERWICK moved second reading of the 2024/25 Five Year Capital Plan Bylaw.

Question was called. **MOTION CARRIED UNANIMOUSLY**

BRODIE/PALMER ISAAK moved third and final reading, final passage, and adoption of the 2024/25 Five Year Capital Plan Bylaw.

Question was called. **MOTION CARRIED UNANIMOUSLY**

A copy of the 2024/25 Five Year Capital Plan Bylaw and memo are attached to the official minutes.

b) 2025-2026 Annual Five Year Capital Plan

Ivano Cecchini, Executive Director, Facilities and Planning, spoke regarding the 2024-2025 Annual Five Year Capital Plan, highlighting the completion of the NLC building at Centennial, Completion of site works at Irvine Elementary and Coast Salish Elementary, construction underway for a new Moody Elementary School, along with site works underway at Burke Mountain Secondary School.

Trustee questions and comments regarding the timeframe for submission of the PDR and costing components were responded to.

The Board of Education thanked the District for their continued efforts and hard work.

BRODIE/BLATHERWICK moved that the Board of Education of School District No. 43 (Coquitlam) approve the proposed annual 2025/2026 Five Year Major Capital Plan for submission to the Ministry of Education.

Question was called. **MOTION CARRIED UNANIMOUSLY**

PALMER ISAAK/BLATHERIWCK moved that the Board of Education of School District No. 43 (Coquitlam) approve the proposed annual 2025/2026 Five Year Minor Capital Plan for submission to the Ministry of Education.

Question was called. **MOTION CARRIED UNANIMOUSLY**

WOODS/POLLOCK moved that the Board of Education of School District No. 43 (Coquitlam) approve the proposed annual 2025/2026 Five Year Building Envelope Project Capital Plan for submission to the Ministry of Education.

Question was called. **MOTION CARRIED UNANIMOUSLY**

A copy of the 2025-2026 Annual Five Year Capital Plan is attached to the official minutes.

NOTICES OF MOTION

There were no Notices of Motion for discussion

ITEMS OF TRUSTEE BUSINESS

a) Trustee School Liaison Assignments

Trustees decided on their school liaison assignments for the 2024/25 school year.
A copy of the 2024/25 Trustee School Liaison Assignments is attached to the official minutes.

b) Trustee Leave of absence

Chair Thomas reported that the Secretary Treasurer's office has received a leave of absence request from Trustee Blatherwick effective September 20, 2024

POLLOCK/PALMER ISAAK moved that the Board of Education of School District No. 43 (Coquitlam) approve Trustee Blatherwick's leave of absence effective September 20, 2024.

QUESTION PERIOD

At 9:14 p.m. the Chair opened the floor to questions.

a) Trustees

There were no trustee questions.

b) Gallery

Anu Dawit-Kanna, PAC Chair, Hazel Trembath, sought clarification on the submission of the PDR, Capital Plan Submission deadlines, and the upcoming election and what implications that may have on Hazel Trembath.

Megan MacDonald, Parent, Hazel Trembath, inquired about the replacement of Winslow Centre and what impact that may have on the children of Hazel Trembath students.

ADJOURNMENT

BRODIE/WOODS moved to adjourn the meeting at 9:28 p.m.

Question was called. **MOTION CARRIED UNANIMOUSLY**

"Original Signed by"
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Chair

"Original Signed by"
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Secretary-Treasurer