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

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

REGULAR PUBLIC BOARD MEETING
EDUCATION LEARNING CENTRE, ROOM 104

TUESDAY, NOVEMBER 26, 2024

PRESENT

Chair:	Michael Thomas
Vice Chair:	Carol Brodie
Trustees:	Chuck Denison
	Kerri Palmer Isaak
	Lisa Park
	Christine Pollock
	Zoë Royer
	Craig Woods
Regrets:	
Administration:	
Superintendent of Schools/CEO	Patricia Gartland
Secretary-Treasurer/CFO	Randy Manhas
Assistant Superintendent	Carey Chute
	Anthony Ciolfitto
	Nadine Tambellini
	Stephen Whiffin
Executive Director, Facilities and Planning	Ivano Cecchini
Assistant Secretary-Treasurer, Corporate and Financial Services	Nita Mikl
Assistant Director, Communication and Community Relations	Ken Hoff
Recording Secretary	Colleen Stavert

CALL TO ORDER

Michael Thomas, Board Chair, called the meeting to order at 7:04 p.m.

ACKNOWLEDGMENT OF TERRITORY

The Acknowledgment of Territory was expressed by Trustee Palmer Isaak.

ACCEPTANCE OF AGENDA

a) Acceptance of Agenda

The Chair asked if there were any additions or deletions to the agenda.

POLLOCK/BRODIE moved acceptance of the agenda.

Question was called. **MOTION CARRIED UNANIMOUSLY**

INTRODUCTIONS
a) Partner Groups
b) DLT

Representatives in attendance from the Coquitlam Teachers' Association (CTA), District Parent Advisory Council (DPAC), and Coquitlam Principals and Vice Principals Association (CPVPA) introduced themselves. There were no members of CUPE Local 561 or the Student Leadership Council (SLC) in attendance.

The District Leadership Team (DLT) members in attendance introduced themselves.

DELEGATIONS/ PRESENTATIONS

The Board of Education recognized and celebrated the achievements of Superintendent Patricia Gartland, who will be retiring effective Nov. 30, 2024.

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 October 22, 2024, Regular Board Meeting Minutes
b) Trustee Calendar Planning Report for Information
c) Trustee Reports for Information

PALMER ISAAK/WOODS 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, issued a thank you to the Board of Education, District Leadership Team, CPVPA, CTA, CUPE Local 561, DPAC, Tri-Cities mayors and council members, communities at large, Royal Canadian Mounted Police (RCMP) and related community services upon her retirement.

The superintendent provided a report on news and events that occurred in October and November 2024.

There were no questions or comments from trustees.

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

ii) Superintendent's Update

Patricia Gartland, Superintendent, provided district updates including an overview of the All Superintendents' meeting held on Nov. 21, 2024. Key topics included Indigenous Education Councils (IECs), mandatory cardiopulmonary resuscitation (CPR) education, and a focus on Numeracy. Highlights were also shared from the superintendents' meeting held on Nov. 25, 2024, regarding Artificial Intelligence (AI) in our classrooms.

A trustee inquiry about CPR education as a graduation requirement was responded to.

iii) Creating Child Care Spaces in our District

Ivano Cecchini, Executive Director, Facilities and Planning Services, and Sharon Thompson, Assistant Director, Procurement & Contract Administration, provided the Board of Education with a presentation on childcare spaces within the district. New Spaces Funding is available through Childcare BC and has supported and accelerated the creation of new spaces for licensed childcare. SD43 has increased efforts in recent years to provide space for licensed childcare as a result of the new spaces funding. The Board was presented with key aspects of the program and information about our accomplishments to date as potential future direction on further expansion is explored.

Trustee Pollock left the meeting at 7:42 p.m.

Trustee Pollock returned to the meeting at 7:45 p.m.

Trustee questions regarding Ministry of Education and Child Care (MECC) funding and approval for classroom and childcare spaces in the same building, grant funding for non-profit childcare providers, and applications for the creation of childcare spaces in a heritage site (Ioco), were responded to.

A copy of the Creating Childcare Spaces presentation is attached to the official minutes.

b) Secretary-Treasurer Report

i) Financial Update 2024/2025 – Cost Pressure Report

Nita Mikl, Assistant Secretary-Treasurer, presented to the Board of Education regarding 2024/2025 cost pressures.

Trustee questions regarding the addition of twenty education assistant positions, and costs related to technology for digitization and workflow were responded to. Another trustee inquired about the potential acquisition of three formerly-used portables.

A copy of the 2024/2025 Cost Pressure Report is attached to the official minutes.

ii) Budget Process 2025/2026

Randy Manhas, Secretary-Treasurer, provided an overview of the 2025/2026 Budget Process.

There were no questions or comments from trustees.

A copy of the 2025/2026 Budget Process is attached to the official minutes.

iii) 2025/2026 Budget Consultation Guide

Randy Manhas, Secretary-Treasurer, provided an overview of the 2025/2026 Consultation Guide.

A copy of 2025/2026 Budget Consultation Guide is attached to the official minutes.

UNFINISHED BUSINESS

a) Catchment Area Changes

Anthony Ciolfitto, Assistant Superintendent, and John Campbell, Principal, Facilities Initiatives, provided an overview of catchment area changes for the 2025/2026 school year. Following further analysis and evaluation of feedback, two proposed catchment area changes will be moving forward affecting Moody Elementary and Seaview Community School. The changes will be in place prior to school registration for the September 2025 school year. Decisions will be communicated to partner groups, families, and staff through the affected schools.

Trustee inquiries regarding the expected opening date for the new Moody Elementary and the challenges related to that opening were responded to. Other trustee inquiries about plans for future urban development near Mountain View, Lord Baden-Powell and Central Elementary schools were addressed.

A copy of the Catchment Area Changes is attached to the official minutes.

QUESTION PERIOD

At 8:30 p.m. the Chair opened the floor to questions.

a) Trustees

There were no trustee questions.

b) Gallery

There were no questions from the Gallery.

NEW BUSINESS

a) Statement of Financial Information (SOFI) Report

Nita Mikl, Assistant Secretary-Treasurer, provided an overview of the Statement of Financial Information (SOFI) Report for the period July 1, 2023 – June 30, 2024. The statements and schedules of the Financial Information (SOFI) Report is an annual report that must be submitted to the Ministry of Education and Child Care within six months of the fiscal year end.

Several trustees commented regarding the SOFI Report's $75,000 annual minimum threshold for employee remuneration.

PALMER ISAAK/POLLOCK moved that the Board of Education approve the Statement of Financial Information (SOFI) Report for July 1, 2023 to June 30, 2024.

Question was called. **MOTION CARRIED UNANIMOUSLY**

NOTICES OF MOTION

There were no Notices of Motion.

ITEMS OF TRUSTEE BUSINESS

There were no items of Trustee business.

QUESTION PERIOD

At 8:35 p.m. the Chair opened the floor to questions.

a) Trustees

There were no trustee questions.

b) Gallery

There were no questions from the gallery.

ELECTION OF BOARD CHAIR

Randy Manhas, Secretary-Treasurer, assumed the Chair for the election of the Chair and Vice-Chair.

The Secretary-Treasurer explained the process for the election of the Chair and Vice-Chair. The process to elect the Chair includes three calls for nominations. After all nominations have been received, the Secretary-Treasurer will ask for a motion for nominations to cease. Trustees will complete voting ballots unless a nominee is acclaimed to the position of Chair.

The Secretary-Treasurer called for the first time for nominations for the position of Chair to serve until the annual election in November 2025.

Trustee Pollock nominated Trustee Thomas for the position of Chair.
Trustee Thomas accepted the nomination for Chair.

The Secretary-Treasurer called a second time for nominations for the position of Chair.

Trustee Thomas nominated Trustee Woods for the position of Chair.
Trustee Woods accepted the nomination for Chair.

The Secretary-Treasurer called a third and final time for nominations for the position of Chair.

There being no further nominations received, the Secretary-Treasurer asked for a motion for nominations to cease.

POLLOCK/PALMER ISAAK moved that nominations cease for the position of Chair.

Question was called. MOTION CARRIED UNANIMOUSLY

Trustee Thomas and Trustee Woods each spoke to their nomination.

Trustees were requested to complete a ballot.

The Secretary-Treasurer and Superintendent left the meeting temporarily to count the ballots.

The Secretary-Treasurer announced that Trustee Thomas was elected as Chair.

BRODIE/POLLOCK moved to destroy the ballots.

Question was called. MOTION CARRIED UNANIMOUSLY

ELECTION OF BOARD VICE-CHAIR

The process to elect the Vice-Chair is the same as that of the Chair.

The Secretary-Treasurer called for the first time for nominations for the position of Vice-Chair to serve until the annual election in November 2025.

Trustee Park nominated Trustee Woods for the position of Vice-Chair.
Trustee Woods accepted the nomination for Vice-Chair.

The Secretary-Treasurer called a second time for nominations for the position of Vice Chair.

Trustee Thomas nominated Trustee Brodie for the position of Vice-Chair.
Trustee Brodie declined the nomination for Vice-Chair.

The Secretary Treasurer called a third and final time for nominations for the position of Chair.

There being no further nominations received the Secretary-Treasurer asked for a motion for nominations to cease.

POLLOCK/BRODIE moved that nominations cease for the position of Vice-Chair.

Question was called. **MOTION CARRIED UNANIMOUSLY**

The Secretary-Treasurer announced that Trustee Woods was acclaimed as Vice-Chair.

ADJOURNMENT

BRODIE/PALMER ISAAK moved to adjourn the meeting at 8:48 p.m.

Question was called. **MOTION CARRIED UNANIMOUSLY**

"Original Signed by"
____
Chair

"Original Signed by"
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Secretary-Treasurer