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

REGULAR PUBLIC BOARD MEETING
EDUCATION LEARNING CENTRE, ROOM 104

TUESDAY, FBRUARY 11, 2025

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

PRESENT

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

CALL TO ORDER

Michael Thomas, Board Chair, called the meeting to order at 7:02 p.m.

ACKNOWLEDGMENT OF TERRITORY

The Acknowledgment of Territory was expressed by Trustee Pollock.

ACCEPTANCE OF AGENDA

a) Acceptance of Agenda

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

ROYER/PALMER ISAAK moved acceptance of the agenda as amended.

Question was called. **MOTION CARRIED UNANIMOUSLY**

INTRODUCTIONS
a) Partner Groups
b) DLT

Representatives in attendance from the Coquitlam Teachers' Association (CTA), District 43 Parent Advisory Council (DPAC), and the Coquitlam Principals & Vice-Principals Association (CPVPA) introduced themselves. The District Leadership Team (DLT) members in attendance introduced themselves.

Board Chair Michael Thomas extended a welcome to new Assistant Superintendent Andrea Hunter.

DELEGATIONS/ PRESENTATIONS

There were no delegations or presentations.

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 January 14, 2025, Regular Board Meeting Minutes
b) Trustee Calendar Planning Report for Information
c) Trustee Reports for Information

POLLOCK/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

Nadine Tambellini, Assistant Superintendent, provided a report on news and events that are occurring throughout the district. Various recent sporting events and artistic productions were highlighted.

There were no questions or comments from Trustees.

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

ii) Numeracy

Assistant Superintendent Anthony Ciolfitto introduced a numeracy presentation led by Numeracy Coordinator Jennifer Whiffin and Mentor Support Teachers Laura Epp and Soyoung Lee. They provided highlights of a case study with Miller Park Elementary which focused on the implementation of a numeracy Collection Task and Foundational Numeracy Skills Inventory. The presentation included their findings over three years of collecting data from grades two to eight, as well as opportunities for enhancing numeracy foundational skills in students.

Trustee questions regarding the Bingo game formula, numeracy resources for Kindergarten students, and use of the games during recess and lunch were responded to. Trustees expressed positive feedback regarding the numeracy games and thanked the teachers for their dedication.

A copy of the Numeracy presentation is attached to the official minutes.

iii) Mentoring

Assistant Superintendent Carey Chute introduced the topic of mentoring. A presentation led by Mentoring Coordinator Deanne Hughes provided an overview of the SD43 Teacher Mentoring Program. The Mentoring Network consists of eight full-time Mentoring Support Teachers (MSTs) and 42 district mentors who provide support to new-to-role and early career teachers.

Trustee questions regarding mentorship opportunities for seasoned teachers, classroom management at the elementary level, and the scope of building community were responded to. Trustees commented that the strength of our mentorship program is a noteworthy contribution to the district.

A copy of the Mentoring presentation is attached to the official minutes.

iv) Teacher and Support Staff Recruitment

Michelle Daycock, Executive Director of Human Resources, Pamela Becker, District Principal of Human Resources, Karen McGaffney, Manager of Education Assistants (EAs), and Carmen Ferguson, Human Resources Manager, provided a presentation on teacher and support staff recruitment. In comparison of calendar year 2023 to calendar year 2024, there has been a 50% increase in the number of teachers hired, a 26% increase in the number of EAs and Learning Inclusion Support Workers (LISWs) hired, and a 33% increase in the number of external staff hired. Coquitlam Continuing Education (CE) continues to offer customized training tailored to the unique needs of the district, specifically for the LISW program.

Trustee questions regarding the span of the LISW program, LISW student practicums, LISW credentials, and the length of the LISW program at CE were responded to. A trustee commented on the increasing number of young teachers in the district who were also formerly SD43 students.

A copy of the Teacher and Support Staff Recruitment presentation is attached to the official minutes.

b) Secretary-Treasurer Report

i) 2nd Quarter Financial Report 2024/25

Nita Mikl, Assistant Secretary-Treasurer spoke to the 2nd Quarter Financial Report. The report reflects six months of activity ending December 31, 2024, and updated grant information provided from the Ministry on January 28, 2025. At the time of this report, barring any unforeseen events, a positive financial outlook for the year is anticipated.

Trustee questions regarding international education revenue and Feeding Futures funding were responded to.

A copy of the 2nd Quarter Financial Report 2024/2025 is attached to the official minutes.

UNFINISHED BUSINESS

There was no unfinished business.

QUESTION PERIOD

At 8:33 p.m. the Chair opened the floor to questions.

a) Trustees

There were no trustee questions.

a) Gallery

There were no questions from the gallery.

NEW BUSINESS

a) 2024/25 Amended Budget

Nita Mikl, Assistant Secretary-Treasurer spoke to the 2024/2025 Amended Annual Budget. An amended annual budget in the prescribed Ministry of Education format is required to be adopted by the Board and submitted to the Ministry of Education by March 28, 2025. An explanation of the major changes was provided as supplementary information to the Amended Annual Budget.

There were no questions or comments from Trustees.

BRODIE/PALMER ISAAK moved that the Board of Education hold all three readings of the Amended Annual Budget Bylaw.

Question was called. MOTION CARRIED UNANIMOUSLY

PALMER ISAAK/WOODS moved for the first reading of the Amended Annual Budget Bylaw.

Question was called. MOTION CARRIED UNANIMOUSLY

ROYER/POLLOCK moved for the second reading of the Amended Annual Budget Bylaw.

Question was called. MOTION CARRIED UNANIMOUSLY

DENISON/BRODIE moved for the third and final reading and adoption of the Amended Annual Budget Bylaw.

Question was called. MOTION CARRIED UNANIMOUSLY

A copy of the 2024/2025 Amended Annual Budget Bylaw memo is attached to the official minutes.

b) 2025/26 Calendar Consultation

Assistant Superintendent Anthony Ciolfitto informed the Board that the district will begin a consultation process to seek feedback and make recommendations for approval for the 2026-2027, 2027-2028, and 2028-2029 school years. A recommendation to approve calendars for these three school years will be brought back to the Board for approval.

A trustee question regarding future dates for Spring Break was responded to.

NOTICES OF MOTION

There were no Notices of Motion.

ITEMS OF TRUSTEE BUSINESS

There were no items of trustee business.

QUESTION PERIOD

At 8:42 p.m. the Chair opened the floor to questions.

a) Trustees

There were no trustee questions.

b) Gallery

Jackie Boyer from Port Moody expressed gratitude for the district's inclusionary hiring practices.

ADJOURNMENT

PALMER ISAAK/WOODS moved to adjourn the meeting at 8:44 p.m.

Question was called. **MOTION CARRIED UNANIMOUSLY**

"Original Signed by"
____
Chair

"Original Signed by"
____
Secretary-Treasurer