

BOARD OF EDUCATION REGULAR PUBLIC MEETING AGENDA

School District No. 43 (Coquitlam)
Education Learning Centre

May 13, 2025
7:00 p.m.

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

ACKNOWLEDGEMENT OF TERRITORY

Kerri Palmer Isaak

Today We acknowledge we are on the ancestral unceded territory of the kʷikʷəłəm (Kwkwetlem First Nation). We thank the kʷikʷəłəm who continue to live on these lands and care for them, along with the waters, and all that is above and below. We acknowledge, with gratitude, this beautiful place where we live, work, play, and learn. All My Relations

A. ACCEPTANCE OF AGENDA

B. INTRODUCTIONS

C. DELEGATIONS / PRESENTATIONS

- a) Speech Language Pathology Presentation
(Pages 3-5)

Presenter: Sabrina Driedger, Registered Speech Language Pathologist

D. EDUCATION

E. APPROVAL OF CONSENT AGENDA (7:05 pm)

- a) Approval of April 29, 2025 Regular Board Meeting Minutes
- b) Trustee Calendar Planning Report for Information (Page 6)
- c) Trustee Reports for Information (Pages 7-9)
- d) Administrative Procedures Review Update (Pages 10-15)
- e) Annual Facility Grant (Page 16)
- f) Schedule of Board Meetings for 2025-2026 (Page 17)

F. RESPONSE TO PREVIOUS DELEGATIONS

G. DISTRICT STAFF REPORTS (7:20 pm)

- a) Superintendent
i) News & Events
(Pages 18-22)

Nadine Tambellini
(10 minutes)

- ii) Superintendent's Update
(Verbal)

Nadine Tambellini
(10 minutes)

- b) Secretary-Treasurer
 - i) 3rd Quarter Financial Report
(Pages 23-25)

Nita Mikl
(10 minutes)

H. UNFINISHED BUSINESS

I. QUESTION PERIOD (7:50 pm)

(10 minutes)

- a) Trustees
- b) Gallery

J. NEW BUSINESS

K. NOTICES OF MOTION

L. ITEMS OF TRUSTEE BUSINESS (8:05 pm)

- a) Trustee Leave of absence
(Verbal)

Michael Thomas
(5 minutes)

M. QUESTION PERIOD (8:10 pm)

(10 minutes)

- a) Trustees
- b) Gallery

N. ADJOURNMENT (8:20 pm)

ANNOUNCEMENT

Next Public Board Meeting: June 17, 2025 – 7:00 p.m.

Location: Education Learning Centre

Contacts regarding agenda items: Michael Thomas, Chair – 604-939-9201
Randy Manhas, Secretary-Treasurer/CFO – 604-939-9201
Nicole Schenato, Executive Assistant – 604-939-9201

Speech Language Pathology

and

Developmental Language Disorder



What does DLD mean?

Developmental

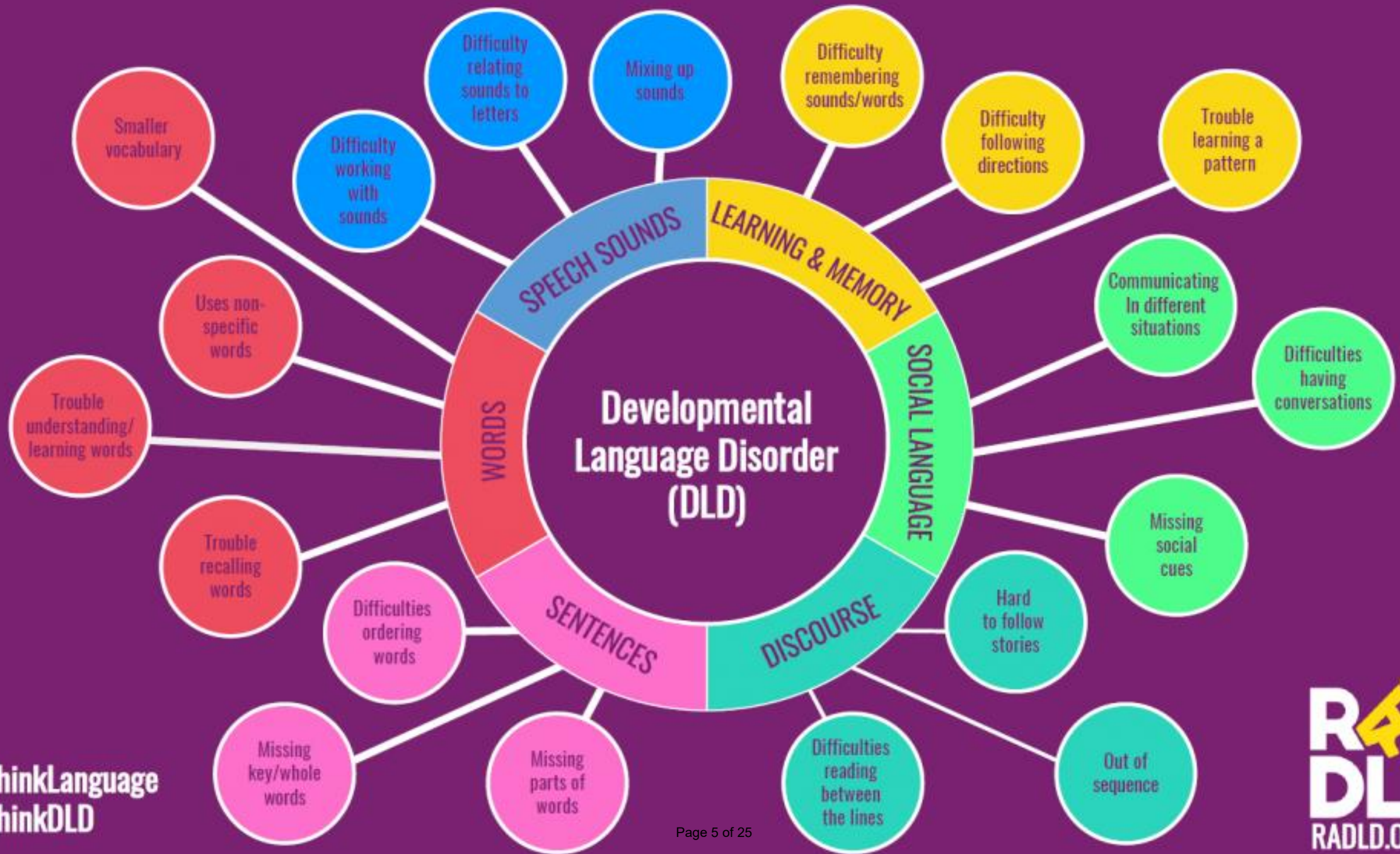
the condition has been since birth and will likely stay with the student over their lifespan, changing over time as they grow

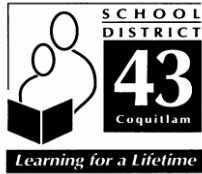
Language

is the use of words (spoken and written) to communicate with others.

Disorder

difficulties are significant enough to impact the person's functioning in daily life, school, at home, and/or in the community. A disorder is different from a delay because a delay is likely to fully resolve, while a disorder is expected to continue to impact the person over their lifespan.



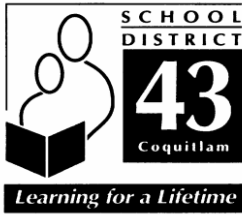


BOARD OF EDUCATION

Calendar Planning

May 13, 2025

MAY 2025			
13	Board Meeting	ELC, Board Room	7:00pm
21	Coquitlam City Council Liaison Meeting	Coquitlam City Hall	4:00pm
27	Port Moody City Council Liaison Meeting	Port Moody City Hall	4:00pm
JUNE 2025			
2	Indigenous Grade 12 Honouring Ceremony	Port Coquitlam Arena	6:00pm
5	SD43 Retirement Event	Westwood Plateau Golf	4:00pm
10	Finance and Audit Committee Meeting	ELC, Board Room	4:00pm
17	Board Meeting	ELC, Board Room	7:00pm
19	Continuing Education Commencement Ceremony – Trustee Manhas ONLY	Inlet Theatre Port Moody	6:00pm
20	CABE Commencement Ceremony – Trustee Palmer Isaak ONLY	CABE Secondary	11:00am
21	Heritage Woods Commencement Ceremony – Trustee Palmer Isaak ONLY	Simon Fraser University	2:00pm
22	Gleneagle Commencement Ceremony – Trustee Park ONLY	Orpheum Theatre Vancouver	11:00am
22	Riverside Commencement Ceremony – Trustee Pollock ONLY	Simon Fraser University	11:00am
23	Centennial Commencement Ceremony – Trustee Denison ONLY	Simon Fraser University	5:00pm
23	Inquiry Hub Commencement Ceremony – Trustee Woods ONLY	Inlet Theatre Port Moody	6:30pm
23	Pinetree Commencement Ceremony – Trustee Brodie ONLY	Orpheum Theatre Vancouver	7:00pm
24	Dr. Charles Best Commencement Ceremony – Trustee Woods ONLY	Simon Fraser University	6:00pm
24	Encompass & CLC Commencement Ceremony – Trustee Pollock ONLY	Vanier Centre	3:30pm
24	Terry Fox Commencement Ceremony – Trustee Thomas ONLY	Orpheum Theatre Vancouver	11:00am
25	Port Moody Commencement Ceremony – Trustee Palmer Isaak ONLY	Orpheum Theatre Vancouver	7:00pm



BOARD OF EDUCATION

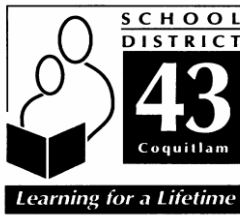
TRUSTEE REPORT

May 13, 2025

Vice Chair Craig Woods participated in the following activities, events and meetings:

- Mar 4, 2025 - Special In Camera meeting
- Mar 4, 2025 – In Camera meeting
- Mar 4, 2025 – In Service meeting
- Mar 4, 2025 – Public Board meeting
- Mar 11, 2025 – Swearing -In Ceremony for Trustee Elect Manhas
- Apr 8, 2025 – Agenda Setting meeting
- Apr 8, 2025 – Finance and Audit Committee meeting
- Apr 8, 2025 – Partner Group Preliminary Budget meeting
- Apr 15, 2025 – In Camera meeting
- Apr 15, 2025 – In Service meeting
- Apr 15, 2025 – Public Board meeting
- Apr 22, 2025 – In Service meeting A
- Apr 22, 2025 – In Camera meeting
- Apr 22, 2025 – In Service meeting B
- Apr 22, 2025 – Special Public Board meeting
- Apr 23, 2025 – BCSTA Professional Learning Committee – AGM prep meeting
- Apr 24-26, 2025 – BCSTA Annual General Meeting
- Apr 27, 2025 – BCSTA Professional Learning Committee – Trustee Academy planning meeting

- Apr 29, 2025 – In Service meeting A
- Apr 29, 2025 – In Camera meeting
- Apr 29, 2025 – In Service meeting B
- Apr 29, 2025 – Public Board meeting
- May 6, 2025 – Agenda Setting meeting
- May 6, 2025 – Finance and Audit Committee meeting
- May 6, 2025 – Special In Camera meeting
- May 8, 2025 – Meeting with Minister Beare



BOARD OF EDUCATION BCSTA ITEMS OF BUSINESS DPAC

Vice Chair Craig Woods presents the following report for information:

DPAC General Meeting Wednesday, April 26th, 2025 – 7:00pm

- ✧ DPAC Vice President Jamie Manchester chaired the meeting and began by welcoming guests, information and updates included:
 - A reminder was made to all PACs to register for their BCeID and apply for the gaming grant.
 - DPAC Executive elections happening [May 28th](#), 2025; all are encouraged to apply and submit by [May 14](#), 2025
- ✧ The School District report was provided by Assistant Superintendent, Jeremy Clarke, and included:
 - Information about the recent unified basketball championships that includes both neuro diverse and neurotypical students
 - The Mic'd Up public speaking and French public speaking competitions
 - The recent Indigenous Focus Day hosted by Indigenous Education
 - The Board approved and passed District budget for the 2025/26 school year
 - Elementary and Middle school STEAM challenges underway
 - Upcoming Elementary Track and Field events
- ✧ Open Forum discussion was held for parents to bring forth questions and share best practices, topics discussed included:
 - fundraising at the DPAC level
 - summer learning for neuro diverse students
 - DPAC Exec advocacy and relationships with the School Board and BCCPAC
 - Inquiries about the various roles of the DPAC Executive positions
 - Online voting for PACs
 - Guidance around lice in classrooms
 - Online payment systems for PACs



School District No. 43 (Coquitlam)

MEMORANDUM

TO: Nadine Tambellini, Superintendent
FROM: Ken Hoff, Asst. Director, Communications and Community Relations
DATE: May 13, 2025
RE: **Update to the Administrative Procedures Review**

For the Board’s Information

Below is an update of the ongoing Administrative Procedures (AP) review. The APs below, and supporting forms if applicable, have been reviewed and subject to their review status, they remain unchanged, deleted, revised, rewritten or are new.

AP 562	Community Use of School Facilities and Grounds	Revisions and updates	Revised
--------	--	-----------------------	---------

COMMUNITY USE OF SCHOOL FACILITIES AND GROUNDS

Background

The District will make school buildings and grounds available to the community at times when they are not being used for programs offered by the District.

Procedures

The use shall be governed by procedures, which provide for:

- a schedule of rates which will encourage community groups to use schools for recreation and leisure time enjoyment programs, particularly those organized for students;
- reasonable precautions being taken for the care and security of facilities;
- rules which must be followed.

1. Access to School Grounds and Facilities

School grounds including all play spaces are reserved exclusively for school use on days when schools are in session between the hours of 7:00 am and 6:00 pm. Facilities may be made available to the public when not required for school or District needs. Please refer to the [SD43 Rentals](#) webpage for availability of district facilities. The District supports youth activities and will attempt to accommodate them when possible.

2. Eligibility of Applicants

Each rental permit applicant/holder must be an individual or a properly constituted community group or legal entity, capable of accepting responsibility for the conduct of all attendees and all obligations, financial or otherwise, under the Permit. If an individual, the applicant/permit holder must be at least 19 years old. The Board reserves the right to request proof of age before approving a permit.

3. Rental Requests and Approval

Applicants can submit a request for use of district facilities by using the online booking portal or calling the District Facility Rentals Department. Requests will be routed to the District Facility Rentals department and Principal/Manager of the facility for approval and authorization. Once approved, the applicant will be notified and a license to use the facility will be granted by issuance of a permit. Permits are issued for the current school year only unless otherwise specifically stated in a joint use agreement with one of our municipalities and must be renewed annually in the spring, subject to availability.

4. Use of Facilities

All applicants (herein referred to as “rental group or individual”) are required to enter into an agreement. Entering into an agreement for the use of any facility includes the issuance of a permit for the licensed use of a facility and having the responsible person for the rental group abide by and accept the Terms and Conditions for Community Use of School Facilities. The Terms and Conditions can be found on the website for School District No. 43 (Coquitlam) - [SD43 Rentals](#). All activities must be confined to the parts of the buildings and playing fields stipulated on the permit. Sub-letting of facilities is not permitted.

5. Daycare/Childcare Space Rental

Licensed child care programs are permitted to license space that is unused in school facilities or on school grounds and/or to locate a portable building on school grounds in accordance with the rules and process set out in Administrative Procedure 567 – Preschool/Daycares In/On School Facilities. The licensed child care program will not unfavorably impact student safety, affect District programs and must meet the requirements of local governments. Use of any school facility by a child care provider requires a written agreement through a “License to Occupy”. Applicants shall meet all District, municipal and daycare licensing requirements. For complete details of the procedure, rules and process refer to Administrative Procedure 567 – Preschool/Daycares In/On School Facilities.

6. The District reserves the right to enter into reciprocal agreements with the Cities of Coquitlam, Port Coquitlam, Port Moody and the Villages of Anmore and Belcarra with respect to joint site acquisition, development and maintenance. In addition, the District reserves the right to enter into agreements with those agencies respecting the cooperative use of facilities and grounds for conducting courses and programs. Financial arrangements for such agreements will be negotiated separately between the participating agencies.

7. Unique Sites

The list of sites identified in this chart are unique. Different booking procedures apply. Please see below for appropriate contact.

Facility	Contact
Terry Fox Theatre	District Facility Rentals: facilityrentals@sd43.bc.ca
Non-School Sites - College Park - Education Learning Centre - Millside Centre - Montgomery Centre - Vanier Centre - Winslow Centre	District Facility Rentals: facilityrentals@sd43.bc.ca
School Field Use after 6:00 p.m. - Coquitlam Fields - Port Coquitlam Fields - Port Moody Fields	- Coquitlam Parks & Leisure Services - Port Coquitlam Parks & Rec - Port Moody Parks & Rec

8. Additional Fees

8.1 Administration Fee –A \$25 non-refundable administration fee per permit issued shall apply.

8.2 Amendment Fee –The Permit Holder will be charged a \$25 amendment fee for any changes that the Permit Holder requests, payable at the time of making changes to the Permit. This includes changes to dates, times, location, or specifications, or for any cancellation of any Bookings after the Permit is approved.

8.3 Caretaker Fees – the rental group will be charged for caretaker services if the rental is outside of regular working hours or where additional caretaking is required at the discretion of the District.

9. Amendments or Cancellations

9.1 Amendment or cancellation by the Rental Group

Where the rental group wishes to cancel or amend an issued rental permit, they must provide notice in writing to the Rentals Department by email: facilityrentals@sd43.bc.ca or through the “Discussion Tool” in the applicable online permit at least 10 business days prior to the commencement date of the event in order to receive a credit. Failure to meet the notification period will result in the permit holder being charged the full cost of the rental fees and/or future rental privileges may be revoked.

9.2 Amendment or Cancellation by the District

The Board reserves the right to amend and/or cancel any booking at any time, if the Facility is required for school or Board function or at the discretion of the district. The district will endeavor to provide the rental group with appropriate notice. A full refund or credit will be provided in such cases.

10. SCHEDULE OF RATES-

A schedule of rental rates shall be established on July 1st of each year and posted on the District’s Main Website; [SD43 Rentals](#)

10.1 Category of District Rentals

Each reservation shall be classified into one of the following categories and charged as indicated.

- A Charges Waived
- B Nominal Rental Charge
- C Modest Rental Charge
- D Basic Rental Charge
- E Commercial Rental Charge

Rate category is determined based on the rental group or organization’s classification per the table below.

10.2 Request for Fee Waiver

A request for a fee waiver may be considered if a rental group is a not for profit organization and is providing a service or event that directly supports the educational needs of the students or district. The request must include the purpose of the organization and, how it supports the students or district. The request will be reviewed by the District Leadership Team for approval.

10.3 Rental Increase

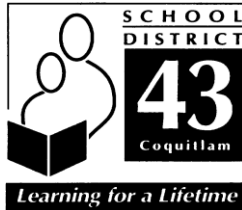
Rental rates will be reviewed annually and are subject to adjustment based on the change in the annual cost of living index or other market conditions. Caretaking charges will be adjusted annually to reflect applicable wage and benefit rate increases.

10.4 Rate Category Classification (*applies to **All** rental facilities*) see table next page

Category Classification (<i>applies to All rental facilities</i>)	
RATE CATEGORY	GROUP/TYPE OF USE
	Caretaking fees may be applicable to ALL Rate categories
A (Fees Waived)	School and District Uses All District and school-based groups, clubs or District sanctioned events EXAMPLES: DPAC, SLC, PAC or CUPE Local 561, CTA, CPVPA, for school/District uses School anniversary celebrations, and retirement functions.
	District and Community Partners Partnerships benefiting students or the District during school in session hours (Monday to Friday, 7:00am to 5:00pm) EXAMPLES: Healthy Living & Literacy, Beyond the Bell
	Municipal Political Elections or Meetings EXAMPLES: All-candidates meetings, municipal elections.
B	All City Uses (unless covered by a Joint Use Agreement) Cities of Coquitlam, Port Coquitlam, Port Moody, and Villages of Anmore and Belcarra
	District and Community Partners Partnerships benefiting students or the District outside of school in session hours (Programs Monday to Friday between 5:00pm and 10:00pm, use during school breaks) EXAMPLES: Healthy Living & Literacy ,
	Community Users Organizations or groups that provide a public service, social or sports activities for youth or adults and is an ongoing rental (i.e. once per week for multiple weeks) EXAMPLES: Sports, Scouts, Cadets, Girl Guides; includes youth non-sport activities
C	Community Users Adult groups, Or organizations or groups that provide a public service, social or sports activities for youth during breaks , or adults and is a short-term rentals (i.e. rentals less than 8 weeks) , or non-recurring rentals. EXAMPLES: Any booking during Winter/Spring/Summer Breaks. Camps, tournaments, markets, one-day rental, clinics, seminars, groups with more than 50% of the participants aged 18 or older .
D	Provincial or Federal Political Elections or Meetings EXAMPLES: All-candidates meetings, or elections.
	Universities & Colleges EXAMPLES: Off campus courses with paid instructors, Masters classes.
	Language Schools and Churches EXAMPLES: Language classes, religious services and/or cultural instruction.
E	Commercial, or Private Groups EXAMPLES: Weddings, private/birthday parties, strata council meetings and conferences
OTHER	Other Organizations or Groups not Listed Above Please contact facilityrentals@sd43.bc.ca to inquire EXAMPLES: Daycares, before and after school care, filming, school theatres, special requests

Reference: Section 65, 85, School Act

Revised: ~~September 2024~~May 2025



SCHOOL DISTRICT NO. 43 (COQUITLAM)

FACILITIES DEPARTMENT

MEMORANDUM

TO: Randy Manhas, Secretary-Treasurer/CFO

FROM: Ivano Cecchini, Executive Director, Facilities and Planning Services
Megan MacDonald, Assistant Director of Maintenance Operations

DATE: May 13, 2025

SUBJECT: Annual Facility Grant

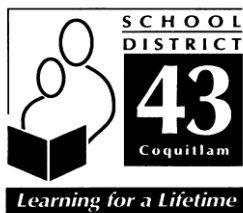
COPIED TO: District Leadership Team

Recommended action: That the Board of Education approves the Annual Facility Grant (AFG) Funding Capital expenditures in the amount of \$7,901,254.00

We are finalizing plans for our Annual Facility Grant funds for the 2025/2026 school year with a recommended project summary that includes:

<u>Projects Summary</u>	<u>Estimated Cost</u>
Roof Replacements	\$1,758,005
Mechanical / HVAC Upgrades	\$3,157,274
Lighting Upgrades	\$490,000
Facility Upgrades (Exterior Paint)	\$455,050
Functional Improvements (Renos/Flooring)	\$586,925
Safety Upgrades (Fire Alarms/PA Systems)	\$373,000
Site Servicing – Landscape/Drainage	\$955,000
Reserved Funds	\$126,000
Ministry AFG fund - \$7,901,254	*TOTAL \$7,901,254

*Funding totals subject to changing conditions and pricing



BOARD OF EDUCATION

Schedule of Board Meetings 2025-26

Regular Public Board Meetings commence at 7:00 pm
 Special Public Board Meetings commence at 6:30 pm unless otherwise stated
 Additional meetings shall be at the call of the Board Chair

MONTH	BOARD MEETING
2025	
September	Tuesday, September 23
October	Tuesday, October 21
November	Tuesday, November 25
2026	
January	Tuesday, January 13
February	Tuesday, February 10
	Tuesday, February 17 (Special Public Meeting)
March	Tuesday, March 10
April	Tuesday, April 14
	Tuesday, April 21 (Special Public Meeting)
	Tuesday, April 28
May	Tuesday, May 12
June	Tuesday, June 16

Please refer to the District website for further information: <http://www.sd43.bc.ca/Board>

1. On May 14, the City of Coquitlam, in partnership with SD43, will host an SD43 Family & Community Learning Series event titled "Protecting Our Youth: What Parents & Caregivers Need to Know About Exploitation and Trafficking".

This free live webinar, open to all community members and parents/caregivers, will run from 6:30 to 8:30 p.m. on Microsoft Teams. The session will provide practical tools for identifying signs of trafficking and exploitation, understanding how traffickers operate online, and fostering open communication and trust with children. Attendees will also receive information about local and national resources, including hotlines and community-based initiatives.

[Register here today!](#)



2. **May is Better Speech and Hearing Month.** This month, SD43 highlights the importance of speech, language, and communication in student learning and well-being. Speech refers to how sounds are produced, while language involves understanding and using words to communicate ideas.

SD43 Speech-Language Pathologists (S-LPs) provide both individualized and group-based support to help students strengthen articulation, vocabulary, sentence structure, and social communication skills. In addition, S-LPs collaborate with teachers to enhance literacy development, classroom inclusion, and positive behaviour strategies.



Each week, SD43 will share practical tips and resources for parents and teachers to explore, with the goal of supporting strong communication skills at home and in school. This initiative recognizes the vital role of communication in helping students thrive and acknowledges the essential contributions of S-LPs across the district.



3. **May 5th marked the 15th anniversary of Red Dress Day**—a national day of awareness for Missing and Murdered Indigenous Women, Girls, and 2SLGBTQIA+ People (MMIWG2S). This day honours the lives lost and stands as a call for justice, healing, and meaningful change.

In recognition of Red Dress Day, Pinetree Secondary students took part in a week of activities to honour missing and murdered Indigenous women, girls, and 2SLGBTQIA+ people. They watched a documentary on the story of Tina Fontaine, gathered to sing the *Women's Warrior Song*, and displayed red dresses at Lafarge Lake. With support from the Indigenous Education Department, students also created red dress pins and learned traditional Métis finger weaving. Each activity provided a space to remember, to learn, and to honour the voices that must never be forgotten.

4. On May 6, the Coquitlam Music Teachers Association hosted the SD43 Music Festival in the Park, bringing together over 1,500 students from elementary, middle, and secondary schools for a celebration of music.

Held at the Town Centre Park Stage as part of the national Music Monday event, the festival highlighted the importance of music education for children and youth across Canada. Throughout the day, student ensembles performed a range of musical selections—from orchestral pieces to choral arrangements—and highlighted the impressive musical abilities of SD43 students.

This event not only showcased students' musical abilities but also emphasized the significant role music plays in student development.



5. On May 15, RC Macdonald Elementary School will be hosting an Open House from 3:30 pm to 6:00 pm to

celebrate the unveiling of their time capsule from the year 2000. The school invites all current and former staff, students, and their families to this exciting event, which will feature the discovery of treasures and memories from the time capsule, a tour of the school to revisit old classrooms, opportunities to reconnect with former classmates, teachers, and staff, and refreshments including hot dogs, light snacks, and beverages. For more information, please contact Principal Martin Bozac at mbozac@sd43.bc.ca.



6. On May 3, students across the district showcased their scientific creativity and innovation at the 8th annual Science Expo held at the Coquitlam Campus of Douglas College. The Expo is a collaborative initiative between Coquitlam Public Library, SD43, and Douglas College, designed to celebrate student-led inquiry and support youth engagement in STEM.

The Science Expo invited individual and team submissions in biology, chemistry, physics, and engineering for Grades 4 to 12 in the tri-cities. Projects were judged across four grade-level categories—Elementary, Middle, Junior, and Senior—with prizes including scholarships presented by the Coquitlam Foundation.

In the Senior division, scholarships of \$2,000, \$1,500, and \$1,000 were awarded to the top three projects. Junior division winners received gift cards of \$200, \$150, and \$100.

Congratulations to the following SD43 students for their outstanding achievements:

Middle Category

- 1st Place: Sapir S., Grade 7, Eagle Mountain Middle – Multi-Layer Water Filtration System



- **2nd Place:** Junghun L., Grade 6, École Maple Creek Middle – *The Smart Condensation Prevention System Based on Temperature and Humidity Analysis*

Junior Category

- **1st Place:** Dylan M., Grade 9, Terry Fox Secondary – *3D Printer Filament Recycler*
- **2nd Place:** Nikhil S. & Emad B., Grade 10, Port Moody Secondary – *Stink Be Gone*
- **3rd Place:** Parsa R., Grade 10, Pinetree Secondary – *Methane Capture and Neutralization System*



Senior Category

- **1st Place:** Dowar W., Grade 11, Pinetree Secondary – *Utilizing Harsh Winds in Urban Environments to Generate Sufficient Electricity Output for Emergency Power*
- **2nd Place:** Charles W., Grade 11, Port Moody Secondary – *AI Image Recognition of 24-Hour ECG and Motion Data*
- **3rd Place:** Epshe M. & Miranda S., Grade 11, Gleneagle Secondary – *Balancing the Microbiome: How Antibiotics Impact Beneficial Bacteria, and How Lactobacillus Can Help*



- From April 29 to May 1, the District STEAM Team hosted the 4th annual District STEAM Challenge Days, welcoming 289 students from 23 elementary and nine middle schools. The event offered students a hands-on opportunity to apply their knowledge in Science, Technology, Engineering, Arts, and Math through engaging, team-based challenges.

Throughout the day, students began each challenge with brainstorming and moved into design challenges that tested their critical and creative thinking. They communicated ideas, collaborated across classes, and refined their solutions through trial and error—bringing learning to life in meaningful and practical ways.

The event encouraged students to take risks, embrace a growth mindset, and celebrate the strengths of their peers. As Mr. Hanna noted, the experience helped students recognize that “super knowledge comes from super failure.”

One teacher also shared, “Our group is proud of how well we came together to think outside the box and develop unique solutions to the challenges we faced. Everyone contributed their own strengths—whether in critical thinking, creativity, communication, or collaboration—which made our final designs stronger. Through open dialogue and respectful listening, we built on each other’s ideas and adapted when needed to create some really great products.”



8. **On April 17, a group of SD43 students attended the UBC Black Futures Program.** This empowering event introduced students to university life and fostered connections and inspiration among over 100 peers from the African diaspora across the Lower Mainland.

Throughout the day, students engaged in meaningful conversations about shared experiences and challenges and explored future possibilities through the lens of community and empowerment. This year's event featured compelling talks from notable speakers, including Arlene Henry KC, Dr. Elizabeth Shaffer, and Bade Olugunde. They shared the highlights and challenges of their personal journeys to success, sparking moments of reflection, insight, and encouragement among students.



9. **On May 7, diverse learners from nine SD43 secondary schools gathered at Centennial Secondary for the third annual Celebrating Diverse Learners Spring Market.** The event gave students a platform to showcase their creativity and entrepreneurial talents by designing, crafting, and selling their own products.

As students engaged with customers and collaborated with peers, they developed real-world skills in communication, customer service, cashiering, and teamwork. The experience boosted their confidence, strengthened their independence, and encouraged meaningful connections across schools.

Special thank you to everyone who supported the market. Each interaction and purchase reinforced the importance of inclusive opportunities that elevate student voice, foster collaboration, and promote hands-on learning.

10. **On May 5th and 6th, SD43 Middle School students had the opportunity to attend a special French-language screening of the film Mlle Bottine as part of the Festival du Film in celebration of National French Immersion Day, which was observed on April 23rd.** Additionally, elementary school students will also be joining the celebration this month by watching the French film La Papillon.





Superintendent's News & Events Report to the Board

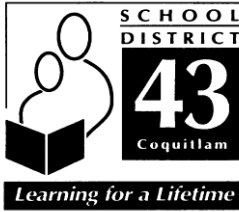
Regular Board Meeting of May 13, 2025

Learning for a Lifetime

Serving the communities of Anmore, Belcarra, Coquitlam, Port Coquitlam and Port Moody

Upcoming Events

- May 14 – Elementary Choir Jamboree – Aspenwood Elementary School at 10:30 am
- May 15 – RC Macdonald Elementary School Open House/ Time Capsule at 3:30 pm – 6:00 pm
- May 20 – 23 – District Track & Field
- May 21 – Beginning Band Day – Montgomery Middle School at 10:00 am – 1:00pm
- May 22 – Canoe Journey with Indigenous Department
- May 23 – Kwaqhuiltum Celebrates 30 Years
- May 23 – District Big Band Night – Pinetree Secondary School at 6:30 pm -10:00 pm
- May 27 – Secondary Spring Sing – Centennial Secondary School at 7:00 pm
- May 30 – Port Moody Secondary School Relentless Pursuit of Excellence Breakfast Fundraiser



SCHOOL DISTRICT NO. 43 (COQUITLAM)

CORPORATE and FINANCIAL SERVICES DEPARTMENT

MEMORANDUM

TO: Randy Manhas, Secretary-Treasurer/CFO
FROM: Nita Mikl, Assistant Secretary-Treasurer
DATE: May 13, 2025
SUBJECT: 3rd Quarter Financial Report 2024/2025
COPIED TO: DLT

Recommended Action: The following report is provided for information.

The 3rd Quarter Financial Update and Outlook reports on the school district's financial activities for the nine-month period ending March 31, 2025. From a financial reporting perspective, the 3rd quarter report focuses on the analysis of revenue and expense trends to date, which forms the basis of the year-end outlook.

Summary

Our financial outlook for the 2024/25 school year remains positive, where we are projecting an excess of revenues to expenditures. Key influences contributing to the positive outlook include:

- higher than anticipated February enrolment count funding,
- International Education enrolment trending higher at 1,234 FTE students compared to the amended budget of 1,150 FTE,
- rental revenue exceeding budget due to additional revenues generated from 4 new before and after school spaces, combined with higher community school rentals,
- investment income trending above budget due to higher interest earnings generated from selective risk adverse investments like GICs,
- salaries trending below budget due to slippage resulting from unpaid leaves and ongoing vacancies in specialized positions,
- supplies, services and utilities expenses trending below budget

Operating Fund

Grant revenues confirmed in December 2024 are trending as expected, with February count confirmed at \$963k higher than budget. International Education revenues, based upon confirmed 2nd semester enrolment, are expected to exceed the amended budget by \$1.47 million. Rental revenues are trending \$437k higher and investment income is expected to be \$2.6 million above amended budget due to interest earned on higher yielding GIC's. Additionally, other revenues trending above budget includes Continuing Education tuition-based revenue totalling \$180k, and Graduated Adult revenue and other miscellaneous grants totalling \$40k. These increases are offset by a decrease in the DELF grant funding of \$39k and a decrease in miscellaneous revenues of \$23k.

Salary and related benefit costs are trending below budget due to changes in staffing and timing of hiring that occur throughout the year, unpaid leaves taken by support staff and ongoing vacancies in various positions including trades, custodians, educational assistants, and noon hours.

Service and supply expenses are trending below budgeted levels on a year-to-date basis and are projected to be underspent for the year. Most of the underspending is in budgets allocated to schools, lower utilities expenses compared to budget, and lower usage of contingency budgets. Dues and fees are trending slightly over budget primarily due to increases in property insurance premiums and international student insurance, offset by savings in vehicle insurance. Increases in operating costs associated with the International Education Program are more than offset by increased tuition revenues generated by the program.

Many of the expenditures in supplies and services tend to materialize in the last quarter of the year. Financial results for the year will be reflected in the school district's audited financial statements once all expenditure commitments and revenues have been fully captured, year end reconciliations completed, and financial accounts have been audited.

Special Purpose Fund

All Special Purpose Funds are tracking within the Amended budget.

Classroom Enhancement Fund (CEF)

The CEF budget of \$53.98 million covers 349.25 FTE teaching staff, related TTOC costs, 33 FTE educational assistants, 1 FTE administrator, remedy costs associated with class size or class composition violations, and recovery of other overhead costs. The Ministry also provided \$510k in additional funding for Labour Settlement funding related to the Cost-of-Living adjustment. Based on the nine months to date, we are projecting to fully expend this budget. Remedies are trending higher than budget due to increase in enrolment of international funding eligible students arriving after the September 1701 count. Final remedy costs will not be known until the end of June. Any additional cost incurred above the funding provided will be submitted to the Ministry for reimbursement.

Professional Learning Grant

In February 2025, the Ministry announced additional funding for a Professional Learning Grant relating to K-12 Literacy Supports Initiative. The district will be receiving \$204k in funding to enhance professional learning for teachers and support staff around evidence-based approaches to literacy development, and literacy information/resources for parents and caregivers. Due to the timing of the announcement of this fund, it was not included in the Amended Budget but will be reported under Special Purpose Funds in the year end financials.

Capital Fund

In October, the district identified the need for additional classroom space for future enrolment growth as well as transitional space required at Moody Elementary and Charles Best during construction. Consequently, during the cost pressure exercise, a decision was made to transfer \$650k from the operating budget to local capital to purchase 3 used portables. Although these portables will require some renovation work, and incur installation costs, total cost will be less than purchasing new portables. The Ministry does not provide funding for portables or classroom conversions, necessitating transfers from Operating Fund to meet these needs.

Transfers to the Capital Fund for assets purchased with operating funds remains unchanged at \$2.5 million.

Risks to Outlook

There are several risks that could impact our outlook, beyond the potential unknown emergent issues, including:

- Potential claw back from the Ministry of any unspent special purpose funds or targeted funds if not spent by the end of the fiscal year.
- Potential underfunding of remedy costs incurred over, and above funding provided based on October estimates. Actual costs are not finalized until year end. Request for additional funding is subject to review by the Ministry, which is not confirmed until December of the following school year.
- Year end reconciliations to employee future benefits, vacation liability and other benefit accounts that could result in additional expense adjustments.