

**BOARD OF EDUCATION  
SCHOOL DISTRICT 41 - BURNABY**

Trustees: Bill Brassington (Chair), Kristin Schnider (via video conference), Gary Wong, Jen Mezei, Mikelle Sasakamoose

Regrets: Larry Hayes, Peter Cech

Staff: Superintendent of Schools Karim Hachlaf, Secretary-Treasurer Ishver Khunguray, Deputy Superintendent Roberto Bombelli, Assistant Superintendents Brandon Curr, Jeannette Laursoo, and Richard Per, Executive Assistants Deanna Azzara, Joanne Simpson

A Public Session meeting of the Board of Education of School District 41 – Burnaby was held at the District Administration Office, Brentwood Room and via video conference, at 7:25 pm on Tuesday, May 28, 2024.

---

**Territory Acknowledgement**

Mikelle Sasakamoose, Trustee, acknowledged the Indigenous territories on which the district is located.

**1. Confirmation of the Agenda**

The agenda was submitted for confirmation.

Moved by: Jen Mezei

Seconded by: Gary Wong

*THAT the agenda be approved, as presented.*

Carried Unanimously

**3. Inside Burnaby Schools**

Trustees outlined several recent events in Burnaby schools, as per the Inside Burnaby Schools bulletin.

**4. Approval of Minutes**

1. Public Session - April 23, 2024

Moved by: Gary Wong

Seconded by: Mikelle Sasakamoose

*THAT the minutes of the Public Session of April 23, 2024, be approved.*

Carried Unanimously

**5. Board Chair Report**

Bill Brassington, Chair, welcomed everyone to the meeting and presented the Board Chair Report.

Moved by: Gary Wong

Seconded by: Mikelle Sasakamoose

*THAT the Board of Education receive this information.*

Carried Unanimously

**6. District Operations - Superintendent's Report**

1. Unified Basketball: Building Community Through Team

Students at Burnaby Mountain Secondary School were part of a new basketball team this year that's the first of its kind in the Burnaby School District. Called Unified Basketball, the team is made up of students with disabilities and diverse abilities, along with neurotypical youth and athletes. Karim Hachlaf, Superintendent of Schools, introduced Dave Rawsley, Principal at Burnaby Mountain Secondary School who, along with Athletic Director Jarett Richardson and Burnaby Mountain Secondary leadership students, shared their experiences with this new program.

2. The Impact of Language Instruction for Newcomers to Canada

With the increase of newcomers to Canada, the need for the District's Language Instruction for Newcomers to Canada (LINC) program continues to grow. Last year, LINC saw a 50% increase in English evening courses offered to meet demand. The impact of the program has been so great on some, that they've found ways to stay connected and pay it forward. Superintendent Hachlaf, introduced Cesare Martino, District Principal, who spoke briefly about the program and introduced program coordinators who, along with program alumni, shared their LINC experiences.

**Motion to Extend Public Session**

At 8:49 pm, Chair Brassington motioned to extend the public session meeting.

Moved by: Gary Wong

Seconded by: Mikelle Sasakamoose

Carried Unanimously

**7. Committee Reports**

1. Committee of the Whole - May 13, 2024

Moved by: Gary Wong

Seconded by: Mikelle Sasakamoose

*THAT the Board of Education receive the minutes of the Committee of the Whole meeting of May 13, 2024.*

Carried Unanimously

**8. District Operations - Administrative Services Report**

1. Field Experiences - May 28, 2024

Moved by: Mikelle Sasakamoose  
Seconded by: Kristin Schnider

*THAT the Board of Education receive and approve the report presented in the Superintendent's District Operations - Administrative Services Report dated May 28, 2024.*

Carried Unanimously

**9. District Operations - Business Services Report**

1. 2024/2025 Annual Facility Grant Expenditure Plan

Ishver Khunguray, Secretary-Treasurer, presented the 2024/2025 Annual Facility Grant Expenditure Plan.

Moved by: Jen Mezei  
Seconded by: Kristin Schnider

*THAT the Board of Education receive the 2024/2025 Annual Facility Grant Expenditure Plan, as submitted.*

Carried Unanimously

2. Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2

Secretary-Treasurer Khunguray presented the Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2.

Moved by: Jen Mezei  
Seconded by: Gary Wong

*THAT Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2 receive three readings at this Board meeting held January 30, 2024.*

Carried Unanimously

Moved by: Mikelle Sasakamoose  
Seconded by: Kristin Schnider

*THAT Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2 be read a first time.*

Carried Unanimously

Moved by: Jen Mezei  
Seconded by: Gary Wong

*THAT Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2 be approved a first time and read a second time.*

Carried Unanimously

Moved by: Mikelle Sasakamoose  
Seconded by: Kristin Schnider

*THAT Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2 be approved a second time and read a third time.*

Carried Unanimously

Moved by: Gary Wong  
Seconded by: Mikelle Sasakamoose

*THAT Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2 be approved a third time.*

Carried Unanimously

Moved by: Gary Wong  
Seconded by: Kristin Schnider

*THAT Kitchener Elementary School BC Hydro/TELUS Statutory Right-of-Way Bylaw 2024-2 having been read a first, second, and third time, be finally passed and adopted the 28<sup>th</sup> day of May 2024, and that the Chair of the Board and the Secretary-Treasurer be authorized to sign the bylaw; and that the bylaw be sealed with the corporate seal of the Board.*

Carried Unanimously

3. Capital Plan Bylaw No. 2024/25-CPSD41-02

Secretary-Treasurer Khunguray provided information on the Capital Plan Bylaw No. 2024/25-CPSD41-02 for Board consideration and approval.

Moved by: Mikelle Sasakamoose  
Seconded by: Jen Mezei

*THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2024/25-CPSD41-02 receive three readings at this Board meeting held May 28, 2024.*

Carried Unanimously

Moved by: Kristin Schnider  
Seconded by: Mikelle Sasakamoose

*THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2024/25-CPSD41-02 be read a first time.*

Carried Unanimously

Moved by: Gary Wong  
Seconded by: Kristin Schnider

*THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2024/25-CPSD41-02 be approved a first time and read a second time.*

Carried Unanimously

Moved by: Mikelle Sasakamoose  
Seconded by: Jen Mezei

*THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2024/25-CPSD41-02 be approved a second time and read a third time.*

Carried Unanimously

Moved by: Gary Wong  
Seconded by: Mikelle Sasakamoose

*THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2024/25-CPSD41-02 be approved a third time.*

Carried Unanimously

Moved by: Gary Wong  
Seconded by: Mikelle Sasakamoose

*THAT the School District No. 41 (Burnaby) Capital Bylaw No. 2024/25-CPSD41-02 having been read a first, second, and third time, be finally passed and adopted the 28<sup>th</sup> day of May 2024, and that the Chair of the Board and the Secretary-Treasurer be authorized to sign the bylaw; and that the bylaw be sealed with the corporate seal of the Board.*

Carried Unanimously

## **11. New Business**

### **1. School Fees 2024-25**

Superintendent Hachlaf introduced Brandon Curr, Assistant Superintendent, who presented information on School Fees 2024-25.

Moved by: Gary Wong  
Seconded by: Kristin Schnider

*THAT the Board of Education approve the attached 2024/2025 fee schedule.*

Carried Unanimously

2. Policy and Administrative Procedure Updates

Superintendent Hachlaf provided a Policy and Administrative Procedure update, including Notice of Motion.

Moved by: Jen Mezei

Seconded by: Kristin Schnider

*THAT the Board of Education approve the following policies for circulation as Notice of Motion for consideration at the June 25, 2024, Regular meeting:*

- *Policy #2 Role of the Board*
- *Policy #3 Role of the Trustee*
- *Policy #4 Trustee Code of Conduct*
- *Policy #5 Delegation of Authority*
- *Policy #6 Role of the Superintendent*
- *Policy #22 Public Interest Disclosure Policy*
- *Policy #25 Burnaby School District Privacy Policy*
- *Administrative Procedure – Privacy Management Program*
- *Administrative Procedure – Privacy Breach Management Procedure*
- *Administrative Procedure – Whistle-Blower Protection*
- *Administrative Procedure – Whistle-Blower Protection - Appendix 1 – Public Interest Disclosure Form*

Carried Unanimously

**12. Adjournment**

Moved by: Kristin Schnider

Seconded by: Mikelle Sasakamoose

*THAT the meeting be adjourned at 9:10 pm.*

Carried Unanimously

---

Bill Brassington, Chair

---

Ishver Khunguray, Secretary-Treasurer